



RESOLUTION 2013-028

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, 2013.

Duly passed by the City Council this 4th day of June 2013.


Bill Middleton, Mayor

Attest:


Sylvia Murphy, CMC, City Recorder



Home of the Tualatin River National Wildlife Refuge

The City of Sherwood, Oregon Master Fees and Charges

Exhibit A
Resolution: 2013-028
Adopted: 06/04/2013
Effective: 07/01/2013

Also available online at
www.sherwoodoregon.gov

TABLE OF CONTENTS

| | |
|---|-----------|
| SECTION 1: GENERAL | 4 |
| A) STAFF RATES: | 4 |
| B) BUSINESS LICENSE: | 4 |
| C) LIQUOR LICENSE: | 4 |
| D) FRANCHISE FEES, PRIVILEGE TAXES, AND OTHER ASSOCIATED FEES | 4 |
| E) PUBLIC RECORD FEES: | 5 |
| SECTION 2: LIBRARY | 6 |
| A) GENERAL FEES: | 6 |
| SECTION 3: POLICE | 7 |
| (A) ALARM PERMIT FEES: | 7 |
| (B) ALARM SYSTEM CODE VIOLATION FEES: | 7 |
| (C) POLICE REPORTS: | 7 |
| (D) VEHICLE IMPOUND: | 7 |
| (E) PARKING VIOLATION FEES: | 7 |
| (F) MISCELLANEOUS POLICE FEES: | 7 |
| SECTION 4: MUNICIPAL COURT | 8 |
| A) COURT FEES: | 8 |
| B) DOG FEES: | 8 |
| SECTION 5: PARKS & RECREATION | 9 |
| A) PLAYER FEES: | 9 |
| B) ATHLETIC FIELD USER CHARGES: | 9 |
| C) ROBIN HOOD THEATER SIGN: | 10 |
| D) PICNIC SHELTER: | 10 |
| E) AMPHITHEATER RENTAL: | 10 |
| F) CANNERY SQUARE PLAZA – SPECIAL EVENTS: | 10 |
| G) FIELD HOUSE FEES: | 10 |
| H) SPECIAL EVENT PERMIT | 10 |
| I) FILM PERMIT | 10 |
| SECTION 6: UTILITY CHARGES FOR SERVICE | 11 |
| A) RESIDENTIAL AND MULTI-FAMILY RATES: | 11 |
| B) COMMERCIAL RATES: | 12 |
| C) FIRE PROTECTION SERVICE: | 12 |
| D) HYDRANT RENTALS: | 12 |
| E) ACCOUNT ACTIVATION AND DE-ACTIVATION: | 13 |
| F) ADDITIONAL CHARGES, IF NECESSARY, TO ENFORCE: | 13 |
| G) OTHER ADDITIONAL CHARGES: | 13 |
| H) TESTING WATER METERS AT CUSTOMER/OWNER’S REQUEST: | 13 |
| I) BACKFLOW PREVENTION DEVICE TEST FEE: | 14 |
| J) WATER SERVICE/METER INSTALLATION SERVICES: | 14 |
| K) UN-AUTHORIZED WATER HOOK UP: | 14 |
| L) RE-INSPECTION FEES (SANITARY, STREET, STORM AND WATER): | 14 |
| M) USAGE OF METER KEY | 14 |
| N) WATER USE RESTRICTION – PENALTIES | 14 |
| O) SANITARY RATES: | 14 |
| P) STORM RATES: | 15 |
| Q) STREET FEES: | 15 |
| R) SIDEWALK REPAIR ASSISTANCE PROGRAM: | 15 |

TABLE OF CONTENTS

| | |
|---|-----------|
| SECTION 7: SYSTEM DEVELOPMENT CHARGES | 16 |
| A) WATER SDC: | 16 |
| B) SEWER SDC: | 16 |
| C) STORM SDC:..... | 16 |
| D) PARKS SDC:..... | 17 |
| E) STREET SDC:..... | 17 |
| F) CITY OF SHERWOOD STREET SDC: | 17 |
| SECTION 8: ENGINEERING CHARGES FOR SERVICE | 20 |
| A) PUBLIC IMPROVEMENT; SUBDIVISION PLAN REVIEWS AND INSPECTIONS: | 20 |
| B) NO PUBLIC IMPROVEMENT; SUBDIVISION PLAN REVIEWS AND INSPECTIONS: | 20 |
| C) MISCELLANEOUS FEES: | 20 |
| D) VACATIONS (PUBLIC RIGHT-OF-WAY AND EASEMENTS): | 20 |
| SECTION 9: PLANNING CHARGES FOR SERVICE | 21 |
| A) ANNEXATIONS: | 21 |
| B) APPEALS: | 21 |
| C) CONDITIONAL USE PERMIT:..... | 21 |
| D) LAND DIVISIONS/ADJUSTMENTS:..... | 21 |
| E) MISCELLANEOUS ACTIONS: | 21 |
| F) OTHER FEES: | 21 |
| G) TREES: | 22 |
| H) PLANNED UNIT DEVELOPMENT (PUD): | 22 |
| I) REFUNDS: | 22 |
| J) SIGNAGE:..... | 22 |
| K) SITE PLAN REVIEW:..... | 22 |
| L) TEMPORARY USES: | 22 |
| M) TIME EXTENSION TO APPROVAL: | 23 |
| N) VARIANCE: | 23 |
| O) ZONE AMENDMENTS: | 23 |
| SECTION 10: BUILDING CHARGES FOR SERVICE | 24 |
| A. BUILDING PERMITS | 24 |
| B. DEMOLITION PERMITS..... | 25 |
| C. PRESCRIPTIVE SOLAR PHOTOVOLTAIC SYSTEM INSTALLATION – STRUCTURAL ONLY | 25 |
| D. PLAN REVIEW FEES – BUILDING PERMIT | 25 |
| E. PHASED PERMIT - PLAN REVIEW (WHEN APPROVED BY THE BUILDING OFFICIAL) | 25 |
| F. DEFERRED SUBMITTALS (WHEN APPROVED BY THE BUILDING OFFICIAL)..... | 25 |
| G. RESIDENTIAL FIRE SPRINKLER SYSTEM FEES..... | 25 |
| H. ELECTRICAL PERMITS – ISSUED AND INSPECTED BY WASHINGTON COUNTY | 26 |
| I. MECHANICAL PERMITS - RESIDENTIAL | 26 |
| J. MECHANICAL PERMITS - COMMERCIAL..... | 27 |
| K. PLUMBING PERMITS – NEW ONE AND TWO FAMILY DWELLINGS | 27 |
| L. PLUMBING PERMITS – ONE AND TWO FAMILY AND MANUFACTURED DWELLING FOR ADDITIONS, ALTERATIONS AND REPAIRS | 27 |
| M. PLUMBING PERMITS – COMMERCIAL | 28 |
| N. MEDICAL GAS PERMITS – COMMERCIAL | 28 |
| O. GRADING AND EROSION CONTROL FEES (PRIVATE PROPERTY ONLY) | 28 |
| P. OTHER INSPECTIONS AND FEES (BUILDING PERMIT, MECHANICAL, PLUMBING, GRADING AND EROSION) | 29 |
| Q. REFUNDS (BUILDING PERMIT, MECHANICAL, PLUMBING, GRADING/EROSION) | 29 |
| R. CERTIFICATE OF OCCUPANCY (ALL AS DETERMINED BY THE BUILDING OFFICIAL) | 29 |
| S. CHANGE OF USE/OCCUPANCY CERTIFICATE APPLICATION FEE | 29 |

SECTION 1: GENERAL

SECTION 1: GENERAL

A) Staff Rates:

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

1. For individuals listed on the salary schedule.
 - 200% of the hourly rate for the position at step 1.

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.

- | | |
|--|---|
| 1. Business - Inside the City of Sherwood | \$75 plus \$6 per employee working more than 20 hours per week. |
| 2. Business - Outside the City of Sherwood | \$107.50 plus \$6 per employee working more than 20 hours per week. |
| 3. Temporary license | Fee is the same as a regular business license. |
| 4. Late fee for renewals | \$5 per month or portion of a month late. |
| 5. Violation of provision | Up to \$250 per violation |

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)

- | | |
|-------------------------|-------|
| 1. Original application | \$100 |
| 2. Change in ownership | \$75 |
| 3. Change in location | \$75 |
| 4. Change in privilege | \$75 |
| 5. Renewal of license | \$35 |
| 6. Temporary license | \$100 |

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

D.1. Franchise Fees (as set by franchise agreements):

- | | |
|---|---|
| 1.) <u>Electricity</u> Portland General Electric 3.5% of defined gross revenue Ordinance No. 92-951 Exp. 6/30/13 | 2.) <u>Cable and Broadband Services</u> Frontier 5% of gross revenue Ordinance No. 2007-008 Exp. 8/21/15 |
| 3.) <u>Natural Gas</u> Northwest Natural Gas 5% of gross revenue collected Ordinance No. 2006-016 Exp. 11/16/16 | 4.) <u>Cable and Broadband Services</u> Comcast 5% of gross revenue Resolution No. 2000-857 Exp. 1/31/15 |
| 5.) <u>Garbage/Solid Waste</u> Pride Disposal 5% of gross revenue Ordinance No. 98-1049 Exp. 11/1/12 | |

SECTION 1: GENERAL

D.2. 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.

- | | | |
|----|---|------|
| 1) | License application fee | \$50 |
| 2) | <u>Telecommunications Utilities (as defined in ORS 759.005)</u> Privilege tax: 7% of gross revenues as defined in ORS 221.515. | |
| 3) | <u>Utility Operators Privilege Tax(as defined in SMC 12.16.050) Not Listed Above</u> Privilege tax: 5% of gross revenues. | |

E) Public Record Fees:

- | | | |
|------|--|-----------------------|
| 1.) | Copies of Finance documents | |
| | • Budget | \$40 per copy |
| | • Audit Reports | \$25 per copy |
| 2.) | Copies of planning documents | |
| | • Community development plan | \$25 per copy |
| | • Local wetland inventory | \$25 per copy |
| | • Master plans | \$25 per copy |
| 3.) | Copies of Maps | |
| | • 8 ½ x 11 black and white | \$3 per copy |
| | • 8 ½ x 11 color | \$5 per copy |
| | • 11 x 17 black and white | \$6 per copy |
| | • Small size color 11 x17 | \$10 per copy |
| | • Quarter section aerial | \$125 per copy |
| | • Full size color up to 36 x 48 | \$25 per copy |
| 4.) | General Service Copies | |
| | • Copying | \$.15 per single side |
| | • Copying | \$.25 per double side |
| | • 24 x 36 large format plotter | \$4 per sheet |
| 5.) | Audio and video tape copies | |
| | <i>(City Council meeting tapes can be viewed onsite at no charge – contact City Recorder's office)</i> | |
| | • Audio | \$25 each |
| | • Video | \$25 each |
| | • Data disk | \$25 each |
| 6.) | Document Research | |
| | • Billed in 15 minute increments (see Section 1A) | |
| | • Plus the cost of copying | |
| 7.) | Faxing | \$2 plus \$1 per page |
| 8.) | Lien search fee | \$10 per lot |
| 9.) | NSF check charges | \$25 per occurrence |
| 10.) | Notary fee | \$10 per signature |
| 11.) | Fees charged for the services of the City Attorney's Office of the City. | |
| | • Outside consultant fees | Actual cost plus 10% |
| | • Legal counsel fees | Actual cost plus 10% |
| | • Miscellaneous fees | Actual cost plus 10% |

SECTION 2: LIBRARY

SECTION 2: LIBRARY

The following fees shall be charged for the Library Department activities of the City:

A) General Fees:

| | | |
|----|-------------------------------------|---------------------------------------|
| 1. | Damaged/lost material | based on extent/\$5 processing fee |
| 2. | Overdue DVD/Blu-ray | \$1.00 per day |
| 3. | All other materials | \$0.15 per day |
| 4. | Lost cultural pass | varies |
| 5. | Non-resident card | \$100 annually |
| 6. | Overdue cultural pass | \$10 daily |
| 7. | Internet printing | \$0.10 per page |
| 8. | Replacement library card | \$1.00 per card |
| 9. | General copies on the public copier | \$0.10 per page |

SECTION 3: POLICE

SECTION 3: POLICE

The following fees shall be charged for the Police Department activities of the City:

(A) Alarm Permit Fees:

1. Every alarm user shall register their alarm system, as defined in SMC 8.08.020
2. Initial alarm permit (*Permit Waived if over 65 years of age*) \$100
3. Annual renewal (*Renewal waived if over 65 years of age*) \$25
4. Failure to obtain an initial permit or renew within 90 days of invoice will result in an inactive permit

(B) Alarm System Code Violation Fees:

Any alarm system, as defined in SMC 8.08.070, that has a false alarm(s) within any calendar year shall be subject to the following fees or actions:

- | | | |
|--|--------|-----------------|
| 1. First false alarm per calendar year | No Fee | per false alarm |
| 2. Second false alarm | \$50 | per false alarm |
| 3. Third false alarm | \$100 | per false alarm |
| 4. Fourth false alarm | \$200 | per false alarm |
| 5. Fifth and subsequent false alarms | \$500 | per false alarm |
| 6. False Alarm – No Permit | \$500 | Per false alarm |

(C) Police Reports:

- | | | |
|---------------------|------|------------|
| 1. Copies of report | \$20 | per report |
| 2. Audio tapes | \$25 | per tape |
| 3. Video tapes | \$30 | per tape |

(D) Vehicle Impound:

Whereas, state law and Sherwood municipal codes, as defined in SMC 8.04.060, that authorizes police officers to impound an abandoned vehicle or a vehicle that is disabled, discarded, or hazardously located.

- | | | |
|----------------------------------|-------|-------------|
| 1. Police impounded vehicle fees | \$125 | per vehicle |
|----------------------------------|-------|-------------|

(E) Parking Violation Fees:

- | | |
|--|------|
| 1. No parking (anytime) zone | \$20 |
| 2. Obstructing streets or sidewalks | \$20 |
| 3. Double parking | \$20 |
| 4. Blocking driveway | \$20 |
| 5. Parking in bus zone | \$20 |
| 6. Parking in loading zone | \$20 |
| 7. Parking on wrong side of street | \$20 |
| 8. Parking along yellow curb or in crosswalk | \$20 |
| 9. Parking over space line | \$20 |
| 10. Parking over time limit | \$20 |

(F) Miscellaneous Police Fees:

- | | | |
|--|------|-----------------------|
| 1. Copies of photographs (12 exposure) | \$15 | plus processing costs |
| 2. Copies of digital photographs/photo files | \$20 | per disc |
| 3. Fingerprinting | \$25 | per card |

SECTION 4: MUNICIPAL COURT

SECTION 4: MUNICIPAL COURT

The following fees shall be charged for the Municipal Court activities of the City:

A) Court Fees:

| | | |
|------|---|------------------------|
| 1.) | Failure to appear – arraignments | \$50 |
| 2.) | Failure to appear – trials | \$150 |
| 3.) | Failure to comply | \$20 |
| 4.) | Turned over to collection agency <i>(Not to exceed \$250)</i> | 25% of the amount owed |
| 5.) | Set-up fee for citation time payment plan <i>(Not to exceed \$250)</i> | 25% of the amount owed |
| 6.) | Vehicle compliance program – administrative fee | \$25 |
| 7.) | License reinstatement fee | \$50 |
| 8.) | No Operators License | |
| | • Obtain and provide proof of valid license | \$100 |
| 9.) | Driving While Suspended | |
| | • Obtain and provide proof of valid license | \$200 |
| 10.) | Expired Registration/Tags (expiration less than or equal to 30 days) | |
| | • Obtain and provide proof of current registration | Vehicle Compliance |
| 11.) | Expired Registration/Tags (expiration greater than 30 days) | |
| | • Obtain and provide proof of current registration | \$40 |
| 12.) | Failure to Carry Registration | |
| | • Obtain and provide proof of registration | Vehicle Compliance |
| 13.) | Seatbelt Diversion Program | \$40 |
| 14.) | Traffic School Diversion Programs | |
| | • Class A | \$285 |
| | • Class B | \$155 |
| | • Class C | \$80 |
| | • Class D | \$45 |
| 15.) | Driving Uninsured | |
| | • Administrative Fee if proof of insurance is provided at or before the arraignment | \$100 |
| 16.) | Suspension fee | \$70 |
| 17.) | Fireworks Diversion Program | |
| | • Firework Diversion Fee | \$100 |

B) Dog Fees:

- Any person violating the provisions of SMC section 6.04 shall pay the following fees.
- | | | |
|----|--|-------|
| 1. | Animal noise disturbance | \$250 |
| 2. | Animal waste on public or another's private property | \$250 |

SECTION 5: PARKS & RECREATION

SECTION 5: PARKS & RECREATION

The following fees shall be charged for the Parks & Recreation activities of the City:

| | | |
|--|--|---------------------------------|
| A) Player Fees: | <u>Resident</u> | <u>Non-Resident</u> |
| • Sherwood youth | \$15 | \$20 |
| • Adult leagues | \$15 | \$20 |
| a) All fees are per player and per season | | |
| b) Youth fees include SFPA, SJBO, SBO, SYSC, SVB, SYLC, SYTC, and SYFA | | |
| | | |
| B) Athletic Field User Charges: | | |
| <u>Natural Turf</u> | <u>Non-Peak (8am -3pm)</u> | <u>Peak (3pm – dark)</u> |
| • Group reservations-Non profit | \$25/hour | \$45/hour |
| • Group reservations-For profit | \$35/hour | \$55/hour |
| • Private reservations-resident | \$15/hour | \$20/hour |
| • Private reservations-non-resident | \$20/hour | \$25/hour |
| • Light Fee | \$25/hour | \$25/hour |
| <u>Artificial Turf</u> | <u>Non-Peak (8am -3pm)</u> | <u>Peak (3pm – dark)</u> |
| • Commercial/for profit-Resident | \$65/hour | \$85/hour |
| • Commercial/for profit-Non-resident | \$75/hour | \$100/hour |
| • Non-profit-Resident | \$40/hour | \$65/hour |
| • Non-profit-Non-Resident | \$45/hour | \$65/hour |
| • Private reservation-Resident | \$50/hour | \$65/hour |
| • Private reservation-Non-Resident | \$65/hour | \$80/hour |
| • Light Fee | \$25/hour | \$25/hour |
| | | |
| <u>High School Stadium/Turf</u> | <u>Resident</u> | <u>Non Resident</u> |
| • Practice time - youth | \$20/hour | \$40/hour |
| • Practice time - all others | \$50/hour | \$75/hour |
| • Games – youth | \$25/game | \$50/game |
| • Games - all others | \$60/game | \$80/game |
| • Light fee | \$25/hour | \$25/hour |
| • Open/close facility | \$30/hour (1 hr. min) | \$30/hour (1 hr. min) |
| <u>Snyder Park Tennis Court</u> – Camp/Tournament | \$25/hour | \$35/hour |
| | | |
| <u>Tournament fee</u> | | |
| • Resident | Covered under per player/per season league fee | |
| • Non-resident | \$80/Hour | |
| • Sherwood youth league | Covered under per player/per season league fee | |
| • Sherwood adult league | Covered under per player/per season league fee | |
| • Light Fee | \$25/hour | |
| | | |
| <u>Gym Fees</u> | <u>Resident</u> | <u>Non Resident</u> |
| • Drop in gym programs | \$3/per person | \$6/per person |
| • Commercial – for profit | \$60/hour | \$80/hour |
| • Non-profit groups | \$30/hour | \$50/hour |
| • Private reservations | \$40/hour | \$60/hour |
| • Opening/Closing of Facility | \$30/Hour (1 hr Min) | \$30/Hour (1 hr Min) |

SECTION 5: PARKS & RECREATION

| | | |
|------------------------------------|-----------------------------|----------------------------|
| C) Robin Hood Theater Sign: | \$15/per day (\$60 Minimum) | |
| D) Picnic Shelter: | <u>Resident</u> | <u>Non Resident</u> |
| • Rentals | \$45/4 hour or \$90 day | \$65/4hour or \$135/day |
| E) Amphitheater Rental: | \$75/4hour or \$150/day | \$100/4hour or \$200/day |

When reserving the Amphitheater you must also reserve the picnic shelter

F) Cannery Square Plaza – Special Events:

| | |
|---|-----------|
| • Open to the public-no sales, no entry fee | \$150/day |
| • Open to the public-sales, donations, entry fees for event | \$250/day |
| • Exclusive event-closed to the public | \$500/day |
| • Sound System | \$75/day |
| • Load in/Load out (if not completed in an 8 hr period) | \$20/hr |

A day is defined as an 8 hour period. Fees do not include staff or use of the sound system.

G) Field House Fees:

Team Fees

- Adult team \$450 plus a \$50 late fee if not paid by the due date
- Youth team \$450 plus a \$25 late fee if not paid by the due date

Player Cards

- Adult player cards \$10
- Youth player cards \$7

Rental Fees

- Day time fees (7 a.m. – 3 p.m.) \$35/hour
- Evening fees (3 p.m. – midnight) \$75/hour

Open Play Fees

- Pre-school play fees \$3/per child
- 10 play punch card \$25
- Adult open play fees \$4/per person

Birthday Parties

- Birthday party fees \$110

Party Room Rental

- Party room rental fees \$25/hour

Concessions and Merchandise

- Concessions and Merchandise Varies

| | | |
|--------------------------------|------------------------|----------------------------|
| H) Special Event Permit | <u>Resident</u> | <u>Non Resident</u> |
| • Non-Profit Fee | \$75 | \$125 |
| • For-Profit Fee | \$150 | \$200 |

I) Film Permit

- 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 6: UTILITY CHARGES FOR SERVICE

SECTION 6: UTILITY CHARGES FOR SERVICE

Water Utility Rates

RESIDENTIAL, MULTI-FAMILY, AND COMMERCIAL WATER SERVICE

Applicable to all residential, multi-family, and commercial customers receiving water service within the Sherwood city limits.

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.

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, dedicated irrigation service, and service stations.

A) Residential and Multi-Family Rates:

| Customer Class/Meter Size | Base Charge (\$/Month) | Consumption Charge (\$/100 gallons) | Consumption Charge (\$/100 gallons) |
|----------------------------------|-------------------------------|--|--|
| 5/8 - 3/4" | \$18.74 | First 21,000 | Over 21,000 |
| 1" | \$23.17 | First 21,000 | Over 21,000 |
| 1-1/2" | \$41.18 | First 21,000 | Over 21,000 |
| 2" | \$59.88 | First 21,000 | Over 21,000 |
| 3" | \$120.49 | First 21,000 | Over 21,000 |
| 4" | \$205.87 | First 21,000 | Over 21,000 |
| 6" | \$427.38 | First 21,000 | Over 21,000 |
| 8" | \$791.08 | First 21,000 | Over 21,000 |
| 10" | \$1,142.39 | First 21,000 | Over 21,000 |
| | | Consumption Rate | |
| | | \$0.51 | \$0.79 |

SECTION 6: UTILITY CHARGES FOR SERVICE

B) Commercial Rates:

| Customer Class/Meter Size | Base Charge (\$/Month) | Consumption Charge (\$/100 gallons) | Consumption Charge (\$/100 gallons) |
|---------------------------|------------------------|-------------------------------------|-------------------------------------|
| 5/8 - 3/4" | \$19.37 | First 21,000 | Over 21,000 |
| 1" | \$23.95 | First 21,000 | Over 21,000 |
| 1-1/2" | \$42.57 | First 21,000 | Over 21,000 |
| 2" | \$61.90 | First 21,000 | Over 21,000 |
| 3" | \$124.55 | First 21,000 | Over 21,000 |
| 4" | \$212.80 | First 21,000 | Over 21,000 |
| 6" | \$441.76 | First 21,000 | Over 21,000 |
| 8" | \$817.70 | First 21,000 | Over 21,000 |
| 10" | \$1,180.83 | First 21,000 | Over 21,000 |
| | | Consumption Rate | |
| | | \$0.57 | \$0.57 |

C) Fire Protection Service:

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

| Customer Class/Meter Size | Base Charge |
|-----------------------------------|---------------------------|
| • 4" and under | \$31.89 |
| • 6" | \$53.28 |
| • 8" | \$75.66 |
| • 10" | \$104.08 |
| • Water service connection in ROW | Actual time and materials |

D) Hydrant Rentals:

Fire hydrant permits - mandatory for fire hydrant use

| | |
|---|-------|
| • Three month permit (plus water usage at current rate) | \$55 |
| • Six month permit (plus water usage at current rate) | \$80 |
| • Twelve month permit (plus water usage at current rate) | \$130 |
| • Penalty for unauthorized hydrant use | \$500 |
| • Penalty for using non-approved (un-inspected tank) | \$950 |
| • Failure to report water usage (per day for period not reported) | \$15 |
| • Hydrant meter - refundable deposit | \$745 |
| • Hydrant meter – daily rental (plus water usage at current rate) | \$20 |
| • Hydrant meter read – monthly reads | \$50 |
| • Hydrant meter setup – Initial setup of meter on hydrant | \$50 |
| • Flow testing of fire hydrants | \$160 |

SECTION 6: UTILITY CHARGES FOR SERVICE

E) Account Activation and De-Activation:

Water Service on or off water at customer's request

- Deposit for application of service (Prior Collection Customers) \$100
- New account fee \$15
- First call – during office hours, Monday-Friday, except snowbird turnoffs No Charge
- Activation after office hours and weekends \$60
- Leaks or emergencies beyond customer control during office hours or after hours or weekends No Charge
- Second call \$30
- Non-leak or emergency turn offs after office hours or weekends \$50
- All snowbird/vacant turn offs \$25

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

- Turn on water during office hours, Monday through Friday \$60
- After hours or weekends, an additional \$50
- Meter tampering and/or using water without authority \$60
- Broken promise turn off \$60
- Door hangers \$10.00 per door hanger

F) Additional Charges, If Necessary, To Enforce:

- Removal of meter \$80
- Reinstallation of meter No Charge
- Installation or removal of locking device-first occurrence \$50
- Installation or removal of locking device-second occurrence \$75
- Installation or removal of locking device-third occurrence \$150 and meter pulled
- 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 parts and labor
- Removal of meter during construction \$150
- Loss of meter (replacement cost) \$190-\$425
- 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. \$100
- Backflow assembly test/repair (Contract services) parts and labor
- Damage or Repair to Water Utility actual time and material

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

- Testing on premises (5/8"x 3/4", 3/4", 1") \$80
- Removal of meter for testing (5/8"x 3/4", 1") \$250
- Testing of meters larger than 1" parts and labor

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 \$100
 be a State Certified Backflow Tester of their choice.
- Service on and off for non-compliance of annual testing and reporting, see Section E.

J) Water Service/Meter Installation Services:

| Meter Size | Drop-In Service | Dig-In Service |
|-------------|-----------------|----------------|
| 5/8" – 3/4" | \$360 | \$2,095 |
| 1" | \$730 | \$2,465 |
| 1.5" | \$1,830 | \$4,280 |
| 2" | \$3,050 | \$5,500 |
| 3" | \$6,100 | n/a |
| 4" | \$7,930 | n/a |

Definitions:

- 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.

K) Un-Authorized Water Hook up:

- Un-authorized water hook up \$150 *(Plus water use charges billed at current rate)*

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

- First re-inspection \$50/each
 - Re-inspection fee after the first \$100/each
 - All subsequent re-inspection fees \$150/each
- *Sanitary Sewer Interceptor Program – FOG*

M) Usage of Meter Key

- Deposit refundable with key return \$25

N) Water Use Restriction – Penalties

- First notice of violation \$100
- Second notice of violation \$300
- Third notice of violation \$500

O) Sanitary Rates:

The monthly sewer utility user charge for property within the City and served by Clean Water Services (CWS) of Washington County shall be established by CWS and adopted annually.

- CWS regional sewer utility user base rate per EDU \$20.97
- CWS regional sewer utility usage rate per CCF \$1.40
- Sherwood sewer utility user base rate per EDU \$4.77
- Sherwood sewer utility usage rate per CCF \$0.27
- Damage or Repair to Sewer Utility actual time and material
- Illegal Discharge to Sewer Utility actual time and material

SECTION 6: UTILITY CHARGES FOR SERVICE

P) Storm Rates:

The monthly storm utility user charge for property within the City and served by Clean Water Services (CWS) of Washington County shall be established by CWS and adopted annually.

- CWS regional storm water utility user rate per ESU \$1.56
- Sherwood storm water utility user rate per ESU \$12.21
- Damage or Repair to Storm Utility actual time and material

Q) Street Fees:

Street Maintenance Fee

- Single family residential \$2/monthly per account
- Multi Family \$2 monthly per EDU
- Non – residential/Commercial \$2/monthly per ESU

Street Light Fee

- Single family residential \$2.32/monthly per account
- Multi-Family \$2.32/monthly per EDU
- Non – residential/Commercial \$0.67/monthly per ESU

Sidewalk Repairs Fee

- Single family residential \$0.52/monthly per account
- Multi-Family \$0.52/monthly per EDU
- Non – residential/Commercial \$0.16/monthly per ESU

Safe Sidewalks (New Sidewalks) Fee

- Single family residential \$0.69/monthly per account
- Multi-Family \$0.69/monthly per EDU

R) Sidewalk Repair Assistance Program:

The homeowner shall be responsible for:

- 1.) Shaves (50% of total cost of the contractor’s invoice)
- 2.) Full Panel Replacements (50% of the total cost of the work to be performed)

Work may include any or all of the following: contractor’s cost to remove and replace the panel(s); arborists initial report of findings; tree removal; street tree permit fee.

Payment arrangements will be made available to homeowners and must be paid within 12 months of the date of the first bill. Homeowner’s failure to pay their portion of the costs may result in a lien being placed on their property and all costs associated.

SECTION 7: SYSTEM DEVELOPMENT CHARGES

SECTION 7: SYSTEM DEVELOPMENT CHARGES

The following fees shall be assessed for the Systems Development Charges (SDC). SDC's are one-time fees charged to new development to help pay a portion of the costs associated with building infrastructure to meet needs created by growth.

A) Water SDC:

| Meter Size | Reimbursement Charge | Improvement Charge | Administrative Charge Per Meter |
|-------------------|-----------------------------|---------------------------|--|
| 5/8-3/4" | \$0 | \$6,994.71 | \$52.02 |
| 1" | \$0 | \$17,489.44 | \$52.02 |
| 1-1/2" | \$0 | \$34,978.88 | \$52.02 |
| 2" | \$0 | \$55,964.28 | \$52.02 |
| 3" | \$0 | \$122,422.49 | \$52.02 |
| 4" | \$0 | \$209,866.08 | \$52.02 |
| 6" | \$0 | \$437,221.63 | \$52.02 |
| 8" | \$0 | \$629,598.29 | \$52.02 |

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

- Fire flow sprinkler buildings only \$3,328.52

B) Sewer SDC:

| Use Type | Reimbursement Charge | Improvement Charge | Flow Count |
|---|-----------------------------|---------------------------|---|
| Single family residence | \$0.097 | \$0.28 | 535 gallons |
| Two family residence (duplex) | \$0.097 | \$0.28 | 535 gallons |
| Manufactured home/ single lot | \$0.097 | \$0.28 | 535 gallons |
| Manufactured home parks | \$0.097 | \$0.28 | based on Engineer estimate |
| Multi-family residential | \$0.097 | \$0.28 | based on Engineer estimate |
| Commercial | \$0.097 | \$0.28 | based on Engineer estimate |
| Industrial | \$0.097 | \$0.28 | based on Engineer estimate |
| Institutional uses | \$0.097 | \$0.28 | based on Engineer estimate |
| • CWS regional connection charge (96% CWS, 4% City of Sherwood) | | | \$4,800 (Per dwelling unit or dwelling unit equivalent) |

C) Storm SDC:

| Storm | Improvement Charge |
|----------------------------|---------------------------|
| A.) Water quantity per ESU | \$275 |
| B) Water quality per ESU | \$225 |

Regional Storm Drainage: - per area of impervious surface. One equivalent service unit (ESU) equals 2,640 square feet.

- City storm drainage: per area of impervious surface \$0.047per square foot

SECTION 7: SYSTEM DEVELOPMENT CHARGES

D) Parks SDC:

| Parks and Recreation | Administration Fee | Improvement Fee | Total Fee |
|------------------------|-----------------------|--------------------|------------------------------|
| Single family dwelling | \$744.83 | \$7,230.70 | \$7,975.53 per dwelling unit |
| Multi-family dwelling | \$559.48 | \$5,425.62 | \$5,985.10 per dwelling unit |
| Manufactured home | \$1,005.78 | \$7,744.14 | \$8,749.92 per dwelling unit |
| Non – residential | \$6.91 | \$75.98 | \$82.89 per employee |

Filing fee to challenge expenditures of Parks SDC's (*Refundable if challenge is successful*) \$50

E) Street SDC:

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

Washington County Transportation Development Tax (TDT)

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

F) City of Sherwood Street SDC:

| Residential Transportation SDC | Code | Fee | Type |
|--|------|--------------|-------------------------------------|
| Single family – detached | 210 | \$3,132.42 | dwelling unit |
| Apartment | 220 | \$2,440.55 | dwelling unit |
| Residential condominium/townhouse | 230 | \$1,986.97 | dwelling unit |
| Manufactured house (In park) | 240 | \$1,739.46 | dwelling unit |
| Assisted living | 254 | \$1,022.27 | bed |
| Continuing care retirement | 255 | \$825.42 | unit |
| Recreation home | 260 | \$1,071.77 | dwelling unit |
| Recreational Transportation SDC | | | |
| City park | 411 | \$810.45 | acre |
| County park | 412 | \$1,376.84 | acre |
| Campground/RV park | 416 | \$3,246.39 | camp site |
| Marina | 420 | \$2,260.96 | berth |
| Golf course | 430 | \$28,298.87 | hole |
| Golf driving range | 430 | \$6945.20 | tee |
| Multipurpose recreation/arcade | 435 | \$20,263.47 | thousand square ft gross floor area |
| Bowling alley | 437 | \$26,391.32 | lane |
| Movie theater w/o matinee | 443 | \$135.18 | screen |
| Movie Theater with Matinee | 444 | \$123,369.79 | screen |
| Multiplex movie theater (10+ screens) | 445 | \$79,710.43 | screen |
| Casino/video poker/lottery | 473 | \$78,316.32 | thousand square ft gross floor area |
| Amusement/theme park | 480 | \$42,091.42 | acre |
| Soccer complex | 488 | \$39,630.16 | field |
| Racquet/tennis club | 492 | \$21,501.01 | court |
| Health fitness club | 492 | \$18,296.06 | thousand square ft gross floor area |
| Recreation/community center | 495 | \$18,116.48 | thousand square ft gross floor area |

SECTION 7: SYSTEM DEVELOPMENT CHARGES

| Institutional/Medical Transportation SDC | Code | Fee | Type |
|---|------|-------------|--|
| Military base | 501 | \$939.38 | employee |
| Elementary school (Public) | 520 | \$198.01 | student |
| Middle/Junior high School (Public) | 522 | \$237.15 | student |
| High School (Public) | 530 | \$619.35 | student |
| Private School (K – 12) | 536 | \$1,003.85 | Student |
| Junior/Community College | 540 | \$370.69 | employee |
| University/College | 550 | \$805.84 | student |
| Church | 560 | \$2,944.78 | thousand square ft gross floor area |
| Day care center/preschool | 565 | \$0.00 | student |
| Library | 590 | \$8,632.87 | thousand square ft gross floor area |
| Hospital | 610 | \$7,237.61 | bed |
| Nursing home | 620 | \$1,237.55 | bed |
| Clinic | 630 | \$18,358.23 | thousand square ft gross floor area |
| Commercial/Services SDC | | | |
| Hotel/Motel | 310 | \$6,080.65 | Room |
| Building materials/lumber | 812 | \$9,878.47 | thousand square ft gross floor area |
| Free standing discount Superstore w/groceries | 813 | \$13,292.94 | thousand square ft gross floor area |
| Specialty retail center | 814 | \$12,132.53 | thousand square ft gross floor area |
| Free standing discount center w/o groceries | 815 | \$18,924.62 | thousand square ft gross floor area |
| Hardware/paint stores | 816 | \$15,715.07 | thousand square ft gross floor area |
| Nursery/garden center | 817 | \$9,675.86 | thousand square ft gross floor area |
| Shopping center | 820 | \$8,126.34 | thousand square ft gross leasable area |
| Factory outlet | 823 | \$6,211.89 | thousand square ft gross floor area |
| New car sales | 841 | \$8,016.98 | thousand square ft gross floor area |
| Automobile parts sales | 843 | \$15,187.82 | thousand square ft gross floor area |
| Tire superstore | 849 | \$4,748.71 | thousand square ft gross floor area |
| Supermarket | 850 | \$26,550.19 | thousand square ft gross floor area |
| Convenience market (24hr) | 851 | \$66,426.69 | thousand square ft gross floor area |
| Convenience market w/fuel Pump | 853 | \$40,223.02 | vehicle fueling position |
| Wholesale market | 860 | \$157.72 | thousand square ft gross floor area |
| Discount club | 861 | \$14,887.35 | thousand square ft gross floor area |
| Home improvement superstore | 862 | \$5,172.36 | thousand square ft gross floor area |
| Electronics superstore | 863 | \$11,005.50 | thousand square ft gross floor area |
| Office supply superstore | 867 | \$8,685.82 | thousand square ft gross floor area |
| Pharmacy/drugstore w/o drive thru window | 880 | \$18,749.64 | thousand square ft gross floor area |
| Pharmacy/drugstore with drive thru window | 881 | \$20,082.73 | thousand square ft gross floor area |
| Furniture store | 860 | \$917.51 | thousand square ft gross floor area |
| Video rental store | 896 | \$73,391.47 | thousand square ft gross floor area |
| Bank/savings – walk in | 911 | \$59,160.31 | thousand square ft gross floor area |
| Bank/savings – drive in | 912 | \$59,545.96 | thousand square ft gross floor area |
| Quality restaurant (not a chain) | 931 | \$23,997.97 | thousand square ft gross floor area |

SECTION 7: SYSTEM DEVELOPMENT CHARGES

| Commercial/Services SDC (continued) | Code | Fee | Type |
|--|------|--------------|--|
| High turnover-sit down restaurant (chain/standalone) | 932 | \$15,174.01 | thousand square ft gross floor area |
| Fast food restaurant (no drive- thru) | 933 | \$100,806.21 | thousand square ft gross floor area |
| Fast food restaurant (with drive-thru) | 934 | \$67,834.61 | thousand square ft gross floor area |
| Drinking place/bar | 936 | \$10,442.56 | thousand square ft gross floor area |
| Quick lubrication vehicle Shop | 941 | \$9071.47 | service stall |
| Automobile care center | 942 | \$9,100.26 | thousand square ft gross leasable area |
| Gasoline/service station (no market/car wash) | 944 | \$18,230.44 | vehicle fueling position |
| Gasoline/service station (with convenience market) | 945 | \$11,601.82 | vehicle fueling position |
| Gasoline/service station (with market and car wash) | 946 | \$10,492.06 | vehicle fueling position |
| Office SDC | | | |
| General office building | 710 | \$4,679.64 | thousand square ft gross floor area |
| Corporate headquarters building | 714 | \$3,397.20 | thousand square ft gross floor area |
| Single tenant office building | 715 | \$5,678.88 | thousand square ft gross floor area |
| Medical/dental office building | 720 | \$14,796.41 | thousand square ft gross floor area |
| Government office building | 730 | \$27,334.15 | thousand square ft gross floor area |
| State Motor Vehicles Department | 731 | \$101,572.92 | thousand square ft gross floor area |
| US Post Office | 732 | \$36,331.95 | thousand square ft gross floor area |
| Office park | 750 | \$4,940.96 | thousand square ft gross floor area |
| Research and development center | 760 | \$3,698.81 | thousand square ft gross floor area |
| Business park | 770 | \$5,141.27 | thousand square ft gross floor area |
| Port/Industrial | | | |
| Truck terminals | 30 | \$3,784.00 | thousand square ft gross floor area |
| Park and ride lot with bus service | 90 | \$1,146.60 | parking space |
| Light rail transit station w/parking | 93 | \$651.58 | parking space |
| General light industrial | 110 | \$2,680.00 | thousand square ft gross floor area |
| General heavy industrial | 120 | \$576.75 | thousand square ft gross floor area |
| Industrial park | 130 | \$2,673.09 | thousand square ft gross floor area |
| Manufacturing | 140 | \$1,460.88 | thousand square ft gross floor area |
| Warehouse | 150 | \$1,927.11 | thousand square ft gross floor area |
| Mini-warehouse | 151 | \$933.63 | thousand square ft gross floor area |
| Utilities | 170 | \$2,100.95 | thousand square ft gross floor area |

SECTION 8: ENGINEERING CHARGES FOR SERVICE

SECTION 8: ENGINEERING CHARGES FOR SERVICE

The following fees shall be assessed for the Engineering Division activities of the City.

A) Public Improvement; Subdivision Plan Reviews and Inspections:

Plan Review – 4% of Construction Costs (\$500 due at submittal with the balance, if any, payable at the time the Compliance Agreement is signed) Includes review of the following:

| | | |
|-------|--------|-----------------|
| Water | Street | Grading |
| Sewer | Storm | Erosion Control |

Inspections – 5% of Construction Costs (payable at the time the Compliance Agreement is signed) Includes inspection of the following for which permits were obtained:

| | | |
|-------|--------|-----------------|
| Water | Street | Grading |
| Sewer | Storm | Erosion Control |

B) No Public Improvement; Subdivision Plan Reviews and Inspections:

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

C) Miscellaneous Fees:

- 1) Addressing Fee
 - Single - five (5) digit address \$65/lot
 - 0 to 10 - Suite Numbers \$25 per suite
 - 11 to 20 -Suite Numbers \$15 per suite
 - 21 and up Suite Numbers \$10 per suite
- 2) Plans and Specifications for capital projects varies with project
- 3) Traffic and street signs (Includes post, sign, hardware, and labor to install) \$250/per sign
- 4) Street Trees \$200/per tree
- 5) 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) Deposit of \$500
(Applicant pays 100% of actual expenses including staff time, if an application is submitted these fees will be credited against the plan review fees)
- 6) In-Lieu of Fee – Fiber Optic Conduit Installation \$10 linear foot
- 7) Right of Way Permit
 - Performance bond on projects greater than or equal to \$5,000 125% of estimated costs
 - Maintenance bond - \$1000 or 50% of project estimate, whichever is greater.
(A single bond may be provided for multiple projects of the same person provided the bond exceeds the aggregate project total)
 - Administration fee \$150 per permit
 - Inspection fee \$150 or 4% of project estimate, whichever is greater
- 8) Design and construction standards \$50 on paper
- 7) Design and construction standards \$25 per CD
- 8) As-Built Requests \$25 per subdivision
- 9) As-Built Requests electronic media \$25 per CD

D) Vacations (Public right-of-way and easements):

- Deposit plus staff time (See Section 1) \$4,000
(Applicant pays 100% of actual expenses including staff time)

SECTION 9: PLANNING CHARGES FOR SERVICE

SECTION 9: PLANNING CHARGES FOR SERVICE

The following fees shall be assessed for the Planning Department activities of the City.

A) Annexations:

- Deposit \$7,500
- (Applicant pays 100% of actual expenses including staff time)*
- Applicant will sign an agreement with the City that the balance of all costs will be paid to the City within 30 days of the date in the final annexation invoice.

B) Appeals:

- Type I or II actions (ORS 227.175) 10 (b) \$250
- Type III or IV actions 50% of original fee(s)

C) Conditional Use Permit:

- Conditional use permit without concurrent type III or IV application \$4,145
- Conditional use permit with concurrent type III or IV application \$2,072

D) Land Divisions/Adjustments:

- Lot line adjustment \$743
- Minor land partition \$2,488
- Expedited minor partition \$550
- (Added to the cost of the application)*
- Final plat processing (minor land partition) \$550
- Subdivision \$6,222 plus \$20 per lot
- Expedited subdivision \$2,205
- (Added to the cost of the application)*
- Final plat processing (Subdivision) \$1,102

E) Miscellaneous Actions:

- Consultant as needed actual costs

F) Other Fees:

- Community Development Code Plan Check *(payable at time of building permit submittal)*
- 1) Residential permits \$105
- 2) ADUs Accessory Dwelling Units \$105
- 3) Commercial, Industrial, Multi-Family Permits \$661
- (Final Site Plan Review fee, if a final site plan review is not required this fee is not charged)*
- Design review team consultations/recommendations staff time (see section 1)
- Detailed site analysis letter \$150
- Interpretive decisions by the Director \$330
- Non-conforming use modification \$1,000
- Modification to application in review \$500
- (If modified after the application is deemed complete and the modification is needed to adequately review the application)*
- Other land use action
- 1) Administrative \$276
- 2) Hearing required and/or use of Hearings Officer \$2,425
- Planning Re-inspection fee \$60 each after 1st
- Postponement/continuance hearings \$300

SECTION 9: PLANNING CHARGES FOR SERVICE

(If applicant request is after notice has been published and/or staff report prepared)

- Pre-application conference \$400
 - Publication/distribution of Notice Type 2 \$284
 - Publication/distribution of Notice Type 3 & 4 \$466
 - Home Occupation Review of initial application (Class A) \$50
 - Home Occupation Review of renewal application (Class A) \$25
- G) Trees:**
- Tree mitigation inspection \$60 each after 1st
 - Zone verification letter \$50
 - Street Tree Removal Permit \$25 - 1st tree, \$10 each additional tree
 - Removal of more than 6 trees or 10% on private property \$107
- H) Planned Unit Development (PUD):**
- Planned Unit Development (PUD) Preliminary \$2,205
(Plus appropriate application fees (i.e. subdivisions, site plan, town-homes, etc.)
 - Planned Unit Development (PUD) - Final See Site Plan Review Fee
(Plus appropriate application fees (i.e. subdivisions, site plan, town-homes, etc.)
- I) 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
- J) Signage:**
- Permanent signs on private property \$150
(First 32 sq. ft. plus \$1 each additional sq. ft. of sign face) (Excludes Home Occupation Signage)
 - Banner signs – Consecutive one month period \$150
 - Temporary portable sign violation fines
 - 1) First offense No fine; collected and marked
 - 2) Second offense \$50 per sign
 - 3) Third offense \$100 per sign
- K) Site Plan Review:**
- Type III and IV \$6,222
(Additional \$100 for every 10,000 sq. ft. or portion thereof over the first 15,000 sq. ft.) (Including Town-Homes, excluding projects in Old Town)
 - Final site plan review (Type III and IV) *(Due at the time of Building Permit Submittal)* \$661
 - Fast track site plan review (Type II) \$2,025
 - Minor modification to approved Site Plan \$276
 - Major modification to approved Site Plan, Type II \$1,010
 - Major modification to approved Site Plan, Type III or IV \$2,425
 - Old Town overlay review \$250 added to application
- (All uses excluding Single-Family detached dwellings) (Application fee for Old Town projects is the application fee applicable based on size of the project plus the Old Town Overlay review fee. Fee is applicable for all uses excluding Single-Family detached dwellings.)*
- L) Temporary Uses:**
- Administrative \$335

SECTION 9: PLANNING CHARGES FOR SERVICE

M) Time Extension to Approval:

- No hearing required \$150

N) Variance:

- Class A Variance \$4,145
- Adjustment \$50
- Class B Variance \$1,102

(Per lot and per standard to be varied)

O) Zone Amendments:

- Text amendment \$5,330
- Map amendment \$5,330

SECTION 10: BUILDING CHARGES FOR SERVICE

SECTION 10: BUILDING CHARGES FOR SERVICE

The following fees shall be assessed for the Building Department activities of the City.

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.

| 1. Single Family and Two-Family Dwelling | Based on Total Valuation |
|--|--|
| \$1 to \$500 | \$60 minimum fee |
| \$501 to \$2,000 | \$60 for the first \$500 (<i>Plus \$1.00 for each additional \$100 or fraction thereof, up to and including \$2,000</i>) |
| \$2,001 to \$25,000 | \$75 for the first \$2,000 (<i>Plus \$8 for each additional \$1,000 or fraction thereof, up to and including \$25,000</i>) |
| \$25,001 to \$50,000 | \$259 for the first \$25,000 (<i>Plus \$6.25 for each additional \$1,000 or fraction thereof, up to and including \$50,000</i>) |
| \$50,001 to \$100,000 | 415.25 for the first \$25,000 (<i>Plus \$4 for each additional \$1,000 or fraction thereof, up to and including \$100,000</i>) |
| \$100,001 and up | \$615.25 for the first \$100,000 (<i>Plus \$3.50 for each additional \$1,000 or fraction thereof over \$100,000</i>) \$100,001 and up |

The fees listed below are established by other jurisdictions and collected by the City of Sherwood.

- School CET Residential** \$1.04 per square foot of dwelling or current School District CET rate
- State Surcharge** 12% of Building Permit fee or current State Surcharge rate
- Metro CET** 0.12% of the total value of the improvement when it exceeds \$100,000 valuation or current Metro CET rate

| 2. Commercial, Industrial and Multi-Family | Based on Total Valuation |
|--|--|
| \$1 to \$500 | \$60 minimum fee |
| \$501 to \$2,000 | \$60 for the first \$500 (<i>\$1.50 for each additional \$100 or fraction thereof up to and including \$2,000</i>) |
| \$2,001 to \$25,000 | \$82.50 for the first \$2,000 (<i>\$8 for each additional \$1,000 or fraction thereof, up to and including \$25,000</i>) |
| \$25,001 to \$50,000 | \$266.50 for the first \$25,000 (<i>Plus \$6.75 for each additional \$1,000 or fraction thereof, up to and including \$50,000</i>) |
| \$50,001 to \$100,000 | \$435.25 for the first \$50,000 (<i>plus \$5 for each additional \$1,000 or fraction thereof, up to and including \$100,000</i>) |
| \$100,001 and up | \$685.25 for the first \$100,000 (<i>plus \$3.50 for each additional \$1,000 or fraction thereof over \$100,000</i>) |

The fees listed below are established by other jurisdictions and collected by the City of Sherwood.

- School CET Residential** \$1.04 per square foot of dwelling or current School District CET rate
- School CET Commercial** Non- Residential \$.52 per square foot maximum of \$25,925 or current School District CET rate
- State Surcharge** 12% of Building Permit fee or current State Surcharge rate
- Metro CET** 0.12% of the total value of the improvement when it exceeds \$100,000 valuation or current Metro CET rate

SECTION 10: BUILDING CHARGES FOR SERVICE

3. Manufactured Dwelling Installation Permits

Includes prescriptive foundation system, plumbing and crossover connections, 30 lineal feet of sanitary sewer, storm and water lines, 12% state surcharge and the \$30 Cabana fee (unless state rates are modified) In Compliance with OAR.918.050.0130

- Manufactured home set up and installation fee \$322.66
- Plan Review \$90/hour (Minimum Charge = 1/2/hour
- Site Plan Review Residential Rate per Section 10.(F)
- School CET \$1.04 per square foot of dwelling or current School District CET rate

B. Demolition Permits

- Residential \$192.12
- Commercial \$282.12

C. Prescriptive Solar Photovoltaic System Installation – Structural Only

**Electrical permits are also required through Washington County*

Fees for installation of Solar Photovoltaic (PV) system installation that comply with the prescriptive path described in the Oregon Solar Installation Specialty Code. \$122.79

For Plans that do not meet the prescriptive path, typical structural fee calculations and processes will apply. Typical Structural Fees will apply

D. Plan Review Fees – Building Permit

- Plan review Fee 85% of building permit fee
- Fire and life safety plan review fee (when required) 40% of building permit fee

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

The Plan review fee for a phased project 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 \$100 Minimum Fee
- Residential and Manufactured Dwellings \$50 Minimum Fee

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

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 918-050-0110(2) and (3) 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 \$150 Minimum Fee
- Residential and Manufactured Dwellings \$75 Minimum Fees

G. Residential Fire Sprinkler System Fees

Total Square Footage (including Garage)

- 0 to 2000 \$100 includes plan review
- 2,001 to 3,600 \$150 includes plan review
- 3,601 to 7,200 \$250 includes plan review
- 7,201 and greater \$300 includes plan review

SECTION 10: BUILDING CHARGES FOR SERVICE

H. Electrical Permits – Issued and Inspected by Washington County

Contact Washington County Building Division (503) 846-3470

I. Mechanical Permits - Residential

Mechanical permits for Single Family Dwelling, Two-Family dwellings and Manufactured Dwellings for new construction, additions, alterations and repairs. Fees are based on the number of appliances and related equipment with a set minimum fee.

- Minimum Fee \$60
- State Surcharge 12% of Mechanical permit fee ** (or current state rate)
- 1. Air Handling**
 - Air Handling Unit ≤ 10,000 CFMs \$14.63 includes ductwork
 - Air Handling Unit > 10,000 CFMs \$24.68 includes ductwork
 - Air Conditioning Unit \$19.50 Site Plan Required
- 2. Boilers/Compressors**
 - ≤100,000 BTUs or 3 HP \$19.50 includes ductwork
 - >100,000 (3HP) to ≤ 500,000 BTUs (15HP) \$35.75 includes ductwork
 - >500,000 (15HP) to ≤ 1,000,000 BTUs (30HP) \$48.75 includes ductwork
 - >1,000,000 BTUs (30HP) ≤ 1,750,000 BTUs (50HP) \$73.15 includes ductwork
 - >1,750,000 BTUs or 50HP \$121.80 includes ductwork
- 3. Fire/Smoke Dampers/Duct Smoke Detectors** \$14.65
- 4. Heat Pump** \$19.50 Site plan required
- 5. Install/Replace Furnace/Burner**
 - Furnace ≤ 100,000 BTUs \$19.50 includes ductwork and vents
 - Furnace ≥ 100,000 BTUs \$35.75 includes ductwork and vents
 - Install/Replace/Relocate Heaters (*Suspended, wall or floor mounted*) \$19.50 includes ductwork and vents
 - Vent for appliance other than furnace \$9.75 includes ductwork
- 6. Refrigeration Units (includes installation of controls)**
 - ≤ 100,000 BTUs or 3 HP \$19.50
 - > 100,000 (3HP) to ≤ 500,000 BTUs (15HP) \$35.75
 - > 500,000 (15HP) to ≤ 1,000,000 BTUs (30HP) \$48.75
 - > 1,000,000 BTUs (30HP) ≤ 1,750,000 BTUs (50HP) \$73.15
 - > 1,750,000 BTUs or 50HP \$121.80
 - Appliance vent \$9.75 includes ductwork
 - Dryer exhaust \$9.75 includes ductwork
 - Exhaust fan with single duct \$9.75 includes ductwork
 - Hoods \$14.65 includes ductwork
 - Exhaust system apart from heating or air conditioning \$14.65 includes ductwork
 - Fuel piping and distribution (up to four outlets) \$6.50
 - Fuel piping and distribution (over four outlets) \$1.65 per outlet
 - Insert, decorative fireplace or wood/pellet stoves \$19.50 includes vent
 - Gas fired water heater \$19.50 includes ductwork and vent
 - Install/relocate domestic type incinerator \$24.35
 - Install/relocate commercial type incinerator \$97.50
 - Other (*see most current Oregon One and Two Family Dwelling Specialty Code*)

SECTION 10: BUILDING CHARGES FOR SERVICE

J. Mechanical Permits - Commercial

Based on the total value of mechanical materials, equipment, installation, overhead and profit as applied to the following fee matrix

- Plan review fee – Commercial 30% of Mechanical permit fee
- State Surcharge 12% of Mechanical permit fee ** (or Current state Rate)
- Mechanical Permit Fee Based on total valuation

| | |
|--------------------------|--|
| \$0 to \$500 | \$60 minimum fee |
| \$500.01 to \$5,000 | \$60 for the first \$500 (plus \$2.50 for each additional \$100 or fraction thereof, up to and including \$5,000) |
| \$5,000.01 to \$10,000 | \$172.50 for the first \$5,000 (plus \$3 for each additional \$100 or fraction thereof, up to and including \$10,000) |
| \$10,000.01 to \$100,000 | \$322.50 for the first \$10,000 (Plus\$8 for each additional \$1,000 or fraction thereof, up to and including \$100,000) |
| \$100,000.01 and up | \$1,042.50 for the first \$100,000 (plus \$4 for each additional \$1,000 or fraction thereof over \$100,000) |

K. Plumbing Permits – New one and Two Family Dwellings

Includes one kitchen, 100 feet of sanitary sewer, storm and water lines, standard plumbing fixtures and appurtenances, and are based on the number of bathrooms, from one to three on a graduated scale.

- One Bathroom \$255
- Two Bathrooms \$315
- Three Bathrooms \$375
- Additional Kitchen or Bathroom \$155 each
- Additional Fixture or Item \$15 each
- Additional 100 feet of each utility line \$27.50 each

L. Plumbing Permits – One and Two Family and Manufactured Dwelling for Additions, Alterations and Repairs

Based on the number of fixtures, appurtenances and piping with a set minimum fee.

- Minimum Fee \$60
 - New and/or Additional fixture, item or appurtenance \$15 each
 - Alteration of fixture, item or appurtenance \$15 each
 - Manufactured Dwelling Utility Connection \$30 each
- (Charged only when connections are not concurrent with new set-up and installation)*
1. **Water Lines**
 - For the first 100 feet or fraction thereof \$50
 - For each additional 100 feet or fraction thereof \$27.50 each
 2. **Sanitary Sewer Lines**
 - For the first 100 feet or fraction thereof \$50
 - For each additional 100 feet or fraction thereof \$27.50 each
 3. **Storm Sewer/Footing Lines**
 - For the first 100 feet or fraction thereof \$50
 - For each additional 100 feet or fraction thereof \$27.50 each

SECTION 10: BUILDING CHARGES FOR SERVICE

M. Plumbing Permits – Commercial

Based on the number of fixtures, appurtenances and piping with a set minimum fee.

- Plan Review Fee – Commercial 30% of plumbing permit fee (when required)
- State surcharge 12% of plumbing permit fee ******(Or current State rate)
- Minimum fee \$60
- New and/or additional fixture, item \$15 each
- Alteration of fixture, item or appurtenance \$15 each

Water Lines

- For the first 100 feet or fraction thereof \$50
- For each additional 100 feet or fraction thereof \$27.50 each

Sanitary Sewer Lines

- For the first 100 feet or fraction thereof \$50
- For each additional 100 feet or fraction thereof \$27.50 each

Storm Sewer/Footing Lines

- For the first 100 feet or fraction thereof \$50
- For each additional 100 feet or fraction thereof \$27.50 each

N. Medical Gas Permits – Commercial

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

- Plan Review Fee – Commercial 30% of Plumbing Permit Fee
- State surcharge 12% of Plumbing Permit Fee ****** (or Current state Rate)
- Plumbing Permit Fee Based on valuation

| | |
|--------------------------|---|
| \$0 to \$500 | \$100 minimum fee |
| \$500.01 to \$5,000 | \$100 for the first \$500 (plus \$2 for each additional \$100 or fraction thereof, up to and including \$5,000) |
| \$5,000.01 to \$10,000 | \$190 for the first \$5,000 (plus \$3 for each additional \$100 or fraction thereof, up to and including \$10,000) |
| \$10,000.01 to \$50,000 | \$340 for the first \$10,000 (plus \$9.50 for each additional \$1,000 or fraction thereof, up to and including \$100,000) |
| \$50,000.01 to \$100,000 | \$720 for the first \$50,000 (Plus \$11 for each additional \$1,000 or fraction thereof, up to and including \$100,000) |
| \$100,000.01 and up | \$1,270 for the first 100,000 (plus \$7 for each additional \$1,000 or fraction thereof over \$100,000) |

O. Grading and Erosion Control Fees (Private Property Only)

Permits issued by the City of Sherwood. Grading is inspected by the Building Department and erosion control is inspected by Clean Water Services or the City of Sherwood.

Erosion Control Fees

Activities which require a grading and/or erosion control permit and are not included in a building permit. Permit is based upon the total acreage of the site.

For projects less than 5 acres:

- Erosion Control Plan Review Fee 65% of the erosion control inspection fee
- Erosion Control Inspection Fee Based on Total Area

| | |
|---------------|--|
| 0 to 1 Acre | \$200 |
| 1 Acre and up | \$200 (plus \$50 per acre or fraction thereof over 1 acre) |

For projects greater than or equal to 5 acres:

- Clean Water Services 1200-C administration fee \$150 per application
- Clean Water Services 1200-C plan review fee \$350 per application

SECTION 10: BUILDING CHARGES FOR SERVICE

Grading Fees

- Grading permit fee Based on Cubic Yards
 0 to 100 \$60 minimum fee
 101 to 1,000 \$60 first 100 yards (plus \$11 for each additional 100 yards or fraction thereof)
 1,001 to 10,000 \$159 first 1,000 yard (plus \$15 for each additional 1,000 yards or fraction thereof)
 10,001 to 100,000 \$294 first 10,000 yards (plus \$75 for each additional 10,000 yards or fraction thereof)
 100,001 + \$969 first 100,000 (plus \$36.50 for each additional 10,000 yards or fraction thereof)
- Grading plan review fee 85% of the grading permit fee

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

- Re-inspection fee (Minimum charge = 1 hour) \$90 per hour plus 12% State surcharge or Current State Rate
- Inspections outside normal business hours (when approved by the Building Official) \$90 per hour plus 12% State surcharge or Current State Rate (Minimum charge = 2 hours)
- Inspection for which no fee is specifically indicated \$70 per hour plus 12% State surcharge or Current State Rate (Minimum charge = ½ hour)
- Investigation fee 100% of required permit fee for working without a permit
- Additional plan review required \$90 per hour or actual time (For changes, additions or revisions) (Minimum charge = ½ hour)
- Re-stamp of lost, stolen or damaged plans \$55 per plan set
- Application/Permit extensions \$50

(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 have been made in the original plans and specifications for such work)

- Permit reinstatement fee 50% of amount required for a new permit or a percentage as determined by the Building Official based on the remaining inspections required.

(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 original plans and specifications for such work.)

Q. Refunds (Building Permit, Mechanical, Plumbing, Grading/Erosion)

- Permit refunds 75% of original permit Fee; Provided the permit is still valid
- Plan review refunds 75% of original plan review fee provided no plan review was started

R. Certificate of Occupancy (All as determined by the Building Official)

- Temporary residential \$50 per request
- Temporary commercial \$300 maximum per request

S. Change of Use/Occupancy Certificate Application Fee

- Similar use (Minor code review) \$60
- Dissimilar Use, or Change in Occupancy (Extensive Code Review) \$125 minimum fee (Includes 1 hour code review time, review time greater than 1 hour will be charged at the hourly rate of \$90)