

**RESOLUTION 2019-03**

**A RESOLUTION ADOPTING ADMINISTRATIVE SURCHARGES, ADMINISTRATIVE FEES, PLANNING AND DEVELOPMENT CHARGES INCLUDED IN 2019 FEE SCHEDULE.**

**WHEREAS**, Ordinance A-204 creates an administrative surcharge for every fee or charge established by Ordinance or Resolution, specific fees listed in previous Ordinances and Resolutions are set at \$0.00. The City Administrator is to consider the charge to be zero and set an administrative surcharge consistent to Ordinance A-204.

**WHEREAS**, per Ordinance A-204 at least once a year the City Administrator shall direct a review of the Administrative Surcharges in the fee schedule and report to Council. Administrative surcharges take effect the day after Council consideration; and

**WHEREAS**, Ordinance A-208 as amended by Ordinance A-208-A and A-208-B establishes fees and charges for planning and development applications; and


**WHEREAS**, Ordinance A-208-B requires an annual review by Council and that changes be made by resolution.

**WHEREAS**, Oregon Revised Statue 294.160 requires the City to provide an opportunity for interested persons to comment on the enactment of any Resolutions prescribing a new fee or a fee or rate increase. A Public Hearing was held on January 8, 2019.

**NOW THEREFORE, THE COBURG CITY COUNCIL RESOLVES AS FOLLOWS:**

1. The City of Coburg adopts administrative surcharges, administrative fees, planning and development charges and all other fees included in the 2019 City of Coburg Fee Schedule.

**Adopted by the City Council of the City of Coburg, Oregon, by a vote of 4 for and 0 against, this 8th day of January 2019.**

  
Ray Smith, Mayor

ATTEST:

  
Sammy L. Egbert, City Recorder

# 2019 City of Coburg Fee Schedule

Type of Land Use Application	Current Fee	Notes
<b>Type 1 (administrative)</b>		All fees are for actual City cost and include necessary Administrative, Planning, Public Works, Fire, CPR and EPR time.
Appeal to City Council	\$1,050	
Appeal to Planning Commission	\$1,050	
Building Permit/Review	\$50-\$70	Fees related to increase in time spent processing.
Code interpretation	\$300	
Development permit   Floodplain	\$500	
Facilities permit   ROW (Public Works)	\$150	
Lot of record – lot confirmation	\$150	
Non-conforming use	\$700	
Sign permit	\$300	
Tree removal (Public Works)	\$300	
<b>Type 2 (limited land use)</b>		
Boundary line adjustment	\$900	
Change in Use	\$900	
Partition replat	Same as subdivision	
Property line consolidation	\$900	
Site review – Minor	\$900	
Site review – commercial/industrial	\$3,900	
Site review – historic structure	\$2,100	
Site review – manufactured home park	\$5,400 + \$30 PDU	
Temporary use permit	\$800	
<b>Type 3 (quasi-judicial)</b>		
Conditional use permit	\$3,200	
Final subdivision plat, 1-5 lots	\$75/lot	
Final subdivision plat, 6 lots and up	\$65/lot	
Home occupation	\$900	
Master planning - major amendment	\$2,700	
Partition	Same as subdivision	

# 2019 City of Coburg Fee Schedule

Type of Land Use Application	Current Fee	Notes
<b>Type 3 (Continued)</b>		
Planned unit development with subdivision	\$4,900 + \$15 PDU	
Planned unit development without subdivision	\$4,110 + \$15 PDU	
Preliminary partition/subdivision plat, 1-2 lots (residential)	\$1,100 + \$380/lot	
Preliminary subdivision, 3-5 lots (residential)	\$2,100 + \$360/lot	
Preliminary subdivision, 6-19 lots (residential)	\$3,100 + \$260/lot	
Preliminary subdivision, 20-40 lots (residential)	\$4,100 + \$210/lot	
Preliminary subdivision, 41-100 lots (residential)	\$7,300 + \$170/lot	
Preliminary subdivision, greater 101 lots (residential)	\$10,000 + \$140/lot	
Variance – Major Review	\$2,700	
Variance – Single Design Guideline	\$150	
Zone change (individual review)	\$3,000	
Zoning Map change	\$3,000	
<b>Type 4 (legislative)</b>		
Annexation	\$10,500	
Comprehensive plan amendment – text	\$3,700	
Comprehensive plan amendment –map	\$4,600	
Development code amendment (text)	\$2,950	
Master Planning – Development Review	See Subdivision	
Master Planning – Overlay District and Concept	\$4,000	
Vacation	\$1,800	
<b>Other</b>		
Development code, electronic copy	\$10	
Development code, hard copy	\$30	
Land Use Compatibility Statements (LUCS)	\$70	Fees related to increase in time spent processing
Pre-application-1 <sup>st</sup> 2 hours exempt	\$200/hr	
Sign replacement	\$25	
Administrative Appeal	\$150	

# 2019 City of Coburg Fee Schedule

Regular Product or Service	Current Fee	Notes
<b>Administrative</b>		
Business License Fee	\$50.00 Annually, Monthly late fee of \$10.00	ORD A-209-B
Copies	\$0.25	\$0.25
Fax of Records per page)	\$0.50	
Lien Search	\$25.00	
Returned Checks NSF	\$30.00	
Public Records Request		See Policy. Requires a \$25.00 deposit to process.
Special Event License	\$200.00	Resolution 2005-18
Special Event Coincident Activities	\$250.00	Ord 198-B Section 6 (Fee to be set by City Administrator)
Solicitors Application and License	\$150.00	*or \$25.00 per person (whichever greater) Resolution 2005-18
Transient Merchants License	\$50.00	Per month 2005-18
Transient Merchants Application	\$150.00	Resolution 2005-18
OLCC Original Application	\$100.00	ORS 471.164 & 471.166
OLCC Annual License Renewal	\$35.00	
OLCC Change Fee	\$75.00	Change in ownership, location or privilege
OLCC Temporary or Special Application	\$35.00	
Recording Sewer Easements	\$125.00	Fee is charged to cover the cost Lane County charges.
DMV Wrecker's License	\$35.00	
Communications Provider Registration Fee	\$150.00	Administered by the City Administrator ORD A-233-A. Additional license fees may apply by ORD A-233-A
<b>Ordinance Violation Penalties</b>		
Class A	\$500 with max of \$1000	
Class B	\$250 with max of \$500	
Class C	\$75 with max of \$250	
Class D	\$25 with max of \$75	
<b>Police Department</b>		
Copy of Police Reports	\$15.00	
Reprints of Police Photos	\$10.00	CD with up to 30 photos
Finger Prints	\$15.00	
Vehicle Impound Fee	\$110.00	ORD A-202
<b>Public Works Department</b>		
Public Facilities Right-of-Way Application Fee	\$150.00	
Public Facilities Right-of-Way Inspection Fees		
• Single Residential	\$50.00	
• Subdivision or Multiple Residential	\$300.00	

# 2019 City of Coburg Fee Schedule

• Commercial   Industrial	\$600.00	
• Utility Franchise		
a) Single site excavation up to 40 feet	\$75.00	
b) Fee for Boring and Overhead	\$0.10 per linear foot	
c) Fee for Excavation over 40 feet	\$0.38 per linear foot	
Government	\$0.00	
Tree Permit Fee	\$10.00	
Failure to Connect Water	\$636.00	Base water rate x 12 months, assessed annually, (Ordinance A-224-A sec 4.8)
Failure to Connect Wastewater	\$1,020	Base wastewater rate x 12 months, assessed annually
New Water Service	Varies	Time and Material- (Amount from Public Works Director)
New Sewer Service	Varies	Time and Material Ordinance A-222 Sec 1.080
Utility Bill Late Payment	\$5.00	Ordinance A-224-A Sec 11.6-1
Water Service Deposit	\$52.00	Ordinance A-224-A Sec 5.2
Unauthorized Water Turn-On	\$50.00 Min	Ordinance A-224-A Sec 13.7
Restoration of Service, 1 <sup>st</sup>	\$25.00	Ordinance A-224-A Sec 5.2.3
2 <sup>nd</sup>	\$50.00	Ordinance A-224-A Sec 5.2.3
Fire Hydrant Meter Rental		
Deposit:	\$1,000.00	Refundable when meter is returned
Rental:	\$2.00/day	
Use per gallon	\$1.00/1000gal	
Park Structure Reservations – Coburg Residents	\$60.00	Fee Includes 4 hours. Time blocks and additional information on applications
Park Structure Reservations – Non Residents	\$75.00	ORD A-171-A
<b>Municipal Court</b>		
Court Appointed Attorney Fees	\$55.00/hr	Maximum \$300.00 per appointment (ORS 151.505)
Copies: fee per case	\$5.00	
Certified in addition to base fee	\$5.00	ORS 192.440(4)
Archived files, per file	\$15.00	
Discovery	\$20.00	
DMV Suspension Packet	\$11.50	ORS 153.624
Juror Service	\$10.00/daily	ORS 10.061
Warrant Fee	\$55.00	ORS 161.665
Suspension Fee	\$15.00	ORS 809.267
Payment Agreement Fee	\$15.00	ORS 1.202
Police Training Fee, per violation case	\$7.00	Ordinance A-212
Probation Court Supervision, per month/case	\$15.00 or \$180/year	Ordinance A-216
		ORS 137.540(11)

# 2019 City of Coburg Fee Schedule

Probation Violation Fee (Show Cause), per order		
-one issue only or first proceeding	\$25.00	
-multiple issue or prior violation	\$50.00	
Motion to Reopen Fee	\$50.00	Ordinance A-216
DUII Diversion Admin Fee	\$200	ORS 813.240
Security Release	15% of Security Amount	Not less than \$5.00 or more than \$750.00 ORS 135.265(2)
Court Technology Fee	\$9.00	ORD A-238 Charge is per violation / crime
		<b>updated 1/9/2019 Resolution 2019-03</b>