2012

City of Happy Valley Fee Schedule

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PLANNING DIVISION FEES

Effective May 3, 2011, City Council approved a 1% Long Range planning surcharge to be added to applicable Land Use Applications Res. 11-08, Eff. 5/3/11.

Application	Application Fee	1% Surcharge	Total	Deposit Required	Resolution
Accessory Dwelling Unit	$100		$100		Res. 09-08, Eff. 6/02/09
Addressing					Res. 09-08, Eff. 6/02/09
Change of existing address (Commercial/Single Family Res.)	$216		$216		
Assign Single Family Residences	$54 + $7 per lot		Varies		
Multi Family less than 50 units	$66 + $7 per unit		Varies		
Multi Family 50+	$66 + $4 per unit		Varies		
Commercial (tenant or unit assignment)	$66 for address or range + $44 per tenant or unit		Varies		
Amendment to Approved Applications					Res. 09-08, Eff. 6/02/09
Type I	$250		$250		Res. 11-08, Eff. 5/3/11
Minor Amendments	$1000		$1000		Res. 09-08, Eff. 6/02/09
Major Amendment	½ original application fee (subject to review by the Planning Official)		Varies		
Annexation (Non-Election) Based on hourly rate-requires deposit	Actual cost		Actual cost	$3000	Res. 09-08, Eff. 6/02/09
Annexation (Election) Based on hourly rate – requires deposit	Actual cost		Actual cost	$3000 Standard $10,000 for special election	Res. 09-08, Eff. 6/02/09
De-Annexation (Withdraw of Territory) Based on hourly rate – requires deposit	Actual cost		Actual cost	$2500	Res. 09-08, Eff. 6/02/09

Application	Application Fee	1% Surcharge	Total	Deposit Required	Resolution
Appeals					
Administrative Decision Based on hourly rate – requires deposit	$500 + attorney fees		Actual Cost	$1500	Res. 09-08, Eff. 6/02/09
Planning Commission/Design Review Board Decision Based on hourly rate – requires deposit	$1000 + attorney fees		Actual cost	$2500	
Athletic Court Review	$100		$100		Res. 09-08, Eff. 6/02/09
Conditional Use ***(normally paired with Design Review)***					
Pre-Application Conference					
Mid Level <5 acres	$500		$500		Res. 09-08, Eff. 6/02/09
Major Level >5 acres	$1000		$1000		
Application	$3109	$31	$3140		
Traffic Impact Study Review (if required) Based on hourly rate – requires deposit	Actual cost		Actual cost	$2500	
Condominium Plat Review Fee	$1000 +$100 per lot/tract		$1000 +$100 per lot/tract		Res. 09-08, Eff. 6/02/09
Density Transfer	$1400		$1400		Res. 11-08, Eff. 5/3/11
Design Review					
Pre-Application Conference					
Mid Level <5 acres	$500		$500		
Major Level >5 acres	$1000		$1000		
Application					
Type I	$500	$5	$505		
Minor Design Review	$1500	$15	$1515		Res. 11-08, Eff. 5/3/11
Major Design Review					
<$500K CV In addition to application fee + design review board professional*	$1539 +	$15	$1554+		
$500K to 3M CV In addition to application fee + design review board professional*	$2565 +	$26	$2591+		
>3M CV In addition to application fee + design review board professional*	$8722 +	$87	$8809+		Res. 11-08, Eff. 5/3/11

Application	Application Fee	1% Surcharge	Total	Deposit Required	Resolution
Traffic Study Review Based on hourly rate – requires deposit	Actual cost		Actual cost	$2500	Res. 09-08, Eff. 6/02/09
Development Agreement/Memorandum of Agreement				$2500	Res. 11-08, Eff. 5/3/11
Development Code/Comprehensive Plan Amendments					Res. 09-08, Eff. 6/02/09
Pre-Application Conference	$500		$500		
Development Code or Comprehensive Plan Text Amendments (Where initiated by another city)	$3553	$36	$3589		Res. 11-08, Eff. 5/3/11
Comprehensive Plan Map/Zoning Map Amendments					
Less than 20 acres	$3553	$36	$3589		
More than 20 acres	$ 10,880	$109	$10,989		
Traffic Study Review Based on hourly rate – requires deposit	Actual cost		Actual cost	$2500	Res. 09-08, Eff. 6/02/09
Development Re-Inspection Conformance with Conditions of Approval, re-inspection of preliminary "walk-through" - Based on hourly rate	Actual Cost		Actual Cost		Res. 09-08, Eff. 6/02/09
Environmental Review Permit (Steep Slopes, Natural Resources, Flood Management Overlay Zones)					Res. 09-08, Eff. 6/02/09
Type I	$500	$5	$505		
Type II/Type III	$2500	$25	$2525		
Expedited Land Decision	$10,112	$101	$10,203		Res. 09-08, Eff. 6/02/09
Home Occupation Permit					Res. 12-16, Eff. 7/17/12
+$50 home based business license (pro-rated per calendar year)	$750+		$750+		Res. 12-16, Eff. 7/17/12
Land Development Time Extension	$100		$100		Res. 09-08, Eff. 6/02/09
Land Partition					Res. 09-08, Eff. 6/02/09
Pre-Application Conference	$250		$250		

Application	Application Fee	1% Surcharge	Total	Deposit Required	Resolution
Application	$2775	$28	$2803		Res. 11-08, Eff. 5/3/11
Final Plat Review	$1000		$1000		Res. 09-08, Eff. 6/02/09
Master Plan					Res. 09-08, Eff. 6/02/09
Pre-Application Conference					
Simple <10 acres	$500		$500		
Complex >10 acres	$1000		$1000		
Application					Res. 11-08, Eff. 5/3/11
Simple <10 acres	$3553	$36	$3589		
Complex >10 acres	$10880	$109	$10989		
Measure 37 Applications Based on hourly rate – requires deposit, plus cost for an independent appraisal if requested	Actual cost		Actual cost	$2000	Res. 09-08, Eff. 6/02/09
Model Homes/Units Application					Res. 09-08, Eff. 6/02/09
Type I Review	$300		$300		Res. 11-08, Eff. 5/3/11
Type II/Type III Review	$1000		$1000		Res. 09-08, Eff. 6/02/09
Planned Unit Development					Res. 09-08, Eff. 6/02/09
Pre-Application Conference					
4 – 9 lots	$250		$250		
10 – 99 lots	$500		$500		
100 lots or more	$1000		$1000		
Application					Res. 11-08, Eff. 5/3/11
4 – 9 lots	$2775 + $300 per lot	$28	$2803 +$300 per lot		
10 – 29 lots	$2775 + $200 per lot	$28	$2803 +$200 per lot		
30 – 59 lots	$2775 + $125 per lot	$28	$2803 +$125 per lot		
60 lots or more	$2775 + $100 per lot	$28	$2803 +$100 per lot		
Traffic Study Review - Based on hourly rate plus deposit	Actual cost		Actual cost		Res. 09-08, Eff. 6/02/09
4 – 9 lots	Actual cost		Actual cost	$500	Res. 11-08, Eff. 5/3/11
More than 10 lots	Actual cost		Actual cost	$2500	Res. 09-08, Eff. 6/02/09
Final Plat	$1000 + $100 per lot/tract		$1000 + $100 per lot/tract		Res. 09-08, Eff. 6/02/09
Re-naming of Approved PUD (post land-use approval)	$1000		$1000		

Application	Application Fee	1% Surcharge	Total	Deposit Required	Resolution
Planning Document Fees ***(copies of)***					Res. 09-08, Eff. 6/02/09
Development Code	$100		$100		
Comprehensive Plan	$20		$20		
Rock Creek Comprehensive Plan	$25		$25		
Zoning Map (11"x17") Zoning Map Full Size	$5 $25		$5 $25		
Transportation System Plan	$25		$25		
Parks Master Plan	$65		$65		
Property Line Adjustment Proof of deed required with submission of application	$500		$500		Res. 09-08, Eff. 6/02/09
Public Easement Vacation	$500		$500		Res. 09-08, Eff. 6/02/09
Reimbursement District Formation	$1500		$1500		Res. 09-08, Eff. 6/02/09
Re-Submittal Fees					Res. 09-08, Eff. 6/02/09
After first incomplete	$250		$250		
After second incomplete	$500		$500		
Modification of Proposal	$750		$750		
Re-schedule Public Hearing	$500		$500		
New Public Hearing due to voluntary remand caused by applicant - Based on hourly rate – requires deposit	Actual cost		Actual cost	$2500	
Road Naming	$105		$105		Res. 09-08, Eff. 6/02/09
Signs					Res. 11-08, Eff. 5/3/11
Permanent Commercial/ Industrial/Institutional signs	$150		$150		
Temporary Commercial/Industrial/Institutional (including large "For Sale") signs	$50		$50		
Temporary subdivision entrance/large "For Sale" sign	$50		$50		Res. 09-08, Eff. 6/02/09
Subdivision Entrance/monument sign (permanent)	$150		$150		Res. 09-08, Eff. 6/02/09

Application	Application Fee	1% Surcharge	Total	Deposit Required	Resolution
Similar Use Determination/Code Interpretation/Non-Conforming Use Expansion	$500		$500		Res. 09-08, Eff. 6/02/09
Street or Plat Vacation	$1500		$1500	$2500 for survey work	Res. 11-08, Eff. 5/3/11
Subdivision					Res. 09-08, Eff. 6/02/09
Pre-application conference					Res. 09-08, Eff. 6/02/09
Minor (4 – 9 lots)	$250		$250		
Mid-level (10 – 100 lots)	$500		$500		
Major (more than 100 lots)	$1000		$1000		
Application					Res. 11-08, Eff. 5/3/11
4 – 9 lots	$2775 + $300 per lot	$28	$2803 +$300 per lot		
10 – 29 lots	$2775 + $200 per lot	$28	$2803 +$200 per lot		
30 – 59 lots	$2775 + $125 per lot	$28	$2803 +$125 per lot		
60 or more lots	$2775 + $100 per lot	$28	$2803 +$100 per lot		
Traffic Study Review - Based on hourly rate + deposit	Actual cost		Actual cost		Res. 09-08, Eff. 6/02/09
4 - 9 lots	Actual cost		Actual cost	$500	Res. 11-08, Eff. 5/3/11
More than 10 lots	Actual cost		Actual cost	$2500	Res. 09-08, Eff. 6/02/09
Final Plat	$1000 + $100 per lot/tract		$1000 + $100 per lot/tract		
Re-naming of Approved Subdivision (post land-use approval)	$1000		$1000		
Temporary Use Permit					Res. 09-08, Eff. 6/02/09
Seasonal and Special Event	$300		$300		
Temporary Sales Office (Non-Model Home)	$100		$100		
Temporary Building (Commercial/Industrial)	$100		$100		
Temporary Building (Construction Site)	$100		$100		Res. 09-08, Eff. 6/02/09

Application	Application Fee	1% Surcharge	Total	Deposit Required	Resolution
Traffic Study Review					Res. 09-08, Eff. 6/02/09
1 - 9 lots	Actual cost		Actual cost	$500	Res. 11-08, Eff. 5/3/11
More than 10 lots	Actual cost		Actual cost	$2500	Res. 09-08, Eff. 6/02/09
Tree Removal Permit					Res. 12-16, Eff. 7/17/12
Type "A" (1 – 3 trees)	$50		$50		
Type "B" (4 or more trees)	$75 application fee + $50 per tree to a maximum of $5000		$75 - $5000		
Variance					Res. 09-08, Eff. 6/02/09
Class "A"	$300	$3	$303		Res. 11-08, Eff. 5/3/11
Class "B"	$1400	$14	$1414		Res. 09-08, Eff. 6/02/09
Class "C"	$2800	$28	$2828		

*Design Review Board Professional

Certified Landscape Architect (actual cost based on hourly rate – requires $2500 deposit)

Deposit Information

When deposits are required it is to ensure that the City's actual expenses are covered. Remaining balance from a deposit will be refunded. If deposit amount is depleted, additional monies may be required. All base fees are nonrefundable.

ENGINEERING DIVISION FEES

Plan Reviews - Public Improvement Plans (Res. 06-10, Effective 5/04/06)

- 0 to $10,000 Construction ..... Value 8% of Construction Value
- $10,001 to $50,000 Construction Value..... $800.00 + 7% of Construction Value
- $50,001 to $100,000 Construction Value..... $3,600.00 + 6% of Construction Value
- Over $100,001 ..... $6,600.00 + 5% of Construction Value

Deposit upon initial submittal of construction plans

- 1 to 10 Lots ..... $500.00 deposit per lot
- 11 to 30 Lots ..... $400.00 deposit per lot
- Over 30 Lots..... $300.00 deposit per lot

Plan Reviews – Grading and Civil Site Plan review for all non-single family (detached and attached), duplex and triplex development[1] (Res. 06-10, Effective 5/04/06)

- $0-$10,000 Construction Value ..... 10% of Construction Value
  - Construction Plan Deposit Required $500
- $10,001 to $50,000 Construction Value..... $2,500.00 + 5% of Construction Value
  - Construction Plan Deposit Required $3000
- $50,001 to $100,000 Construction Value..... $5,500.00 + 5% of Construction Value
  - Construction Plan Deposit Required..... $5000
- $100,001 to $500,000 Construction Value..... $7,500.00 + 5% of Construction Value
  - Construction Plan Deposit Required..... $5000
- Over $500,001 Construction Value..... $28,500.00 + 2.5% of Construction Value
  - Construction Plan Deposit Required..... $5000

Erosion and Sediment Control Plan Review and Inspection Fees (Res. 06-10, Effective 5/04/06) Development requiring land division, Multi-Family, Commercial, Industrial and Institutional Development

- Base fee up to one acre $500
- Sites over one acre ..... add $100 per acre or fraction there of

Public Right-of-Way Permit (Res. 11-08, Effective 5/3/2011) $150

$150 or 5% of construction value, whichever is higher

Road Closure Permit (Res. 11-08, Effective 5/3/2011) $750

Reimbursement District Formation (Res. 11-08, Effective 5/3/2011) $250

[1] All applicable System Development Charges due in conjunction with grading, paving or other improvement projects not requiring a building permit are required to accompany Engineering Plan Review permits.

BUILDING DIVISION FEES (Res. 11-04, Effective 4/1/2011),

Section 8 can be found on (Res. 05-14, Effective 7/1/05)

Section 1: Building (Structural) Permits - Residential and Commercial

Minimum Building (Structural) permit fee ..... $ 85.00

Building (Structural) Permits **-** Residential & Commercial - Valuation and Permit Fees shall be calculated per OAR 918-050-0100 based on the total valuation of all construction work. This work includes all finish work, painting, roofing, electrical, plumbing, HVAC, elevators, fire sprinklers, contractor's profit, and other permanent work or equipment. ICC publishes a Building Valuation Data Table or the applicant may submit a cost estimate. The greater of the two values shall be used.

- Permit Fee Schedule – Residential and Commercial **(based on the total valuation of all construction work)**
  - Less than $4,000 ..... $85.00 Minimum
  - $4,001-$25,000 ..... $ 81.83 plus $11.10 for each add'l $1000 over $4,000
  - $25,001-$50,000 ..... $315.00 plus $ 8.25 for each add'l $1000 over $25,000
  - $50,001-$100,000 ..... $521.25 plus $ 5.55 for each add'l $1000 over $50,000
  - $100,001 and up..... $798.75 plus $ 4.65 for each add'l $1000 over $100,000

Structural Plan Review Fees (Residential and Commercial) ..... 65% of the permit fee

Fire Life Safety Plan Review Fee (Commercial only) ..... 40% of the permit fee

State Surcharge Fee ..... 12% of the permit fee

The State of Oregon charges a 12% surcharge on all Building, Mechanical, Plumbing and Electrical permits for the statewide building codes programs. There is no surcharge for plan review fees.

Section 2: Mechanical Permits - Residential and Commercial

Minimum Mechanical Permit Fee ..... $ 85.00

Mechanical Permits – Residential: Heating / Cooling

- Furnace ..... $ 17.50
- Air Conditioner ..... $ 17.50
- Heat Pump ..... $ 17.50
- Duct Work ..... $ 17.50
- Hydronic Piping System ..... $ 17.50
- Boiler, Including vent ..... $ 17.50
- Gas Heaters, Unit In-Wall, In-Duct, Suspended, etc ..... $ 17.50
- Flue for any of the above ..... $ 17.50

Other Fuel Appliances

- Gas Water Heater ..... $ 17.50
- Gas Fireplace ..... $ 25.00
- Flue for Water Heater or Gas Fireplace ..... $ 17.50
- Gas Log, Log Lighter ..... $ 25.00
- Pool or Spa Heater, Kiln ..... $ 45.00
- Wood Stove, Pellet Stove ..... $ 45.00
- Chimney, Liner, Flue, Vent, w/o Appliance ..... $ 17.50
- Oil Tank, Gas or Diesel Generator ..... $ 25.00
- Environmental Exhaust and Ventilation
- Range Hood, Other Kitchen Equipment ..... $ 7.50

- Clothes Dryer Exhaust ..... $ 7.50
- Single-Duct Exhaust (bathrooms, toilet compartments, utility rooms) ..... $ 7.50
- Attic, Crawlspace Fan ..... $ 7.50

Fuel Piping and Distribution

- First four (4) Gas Appliances ..... $ 20.00
- Each additional Gas Outlet (Gas piping plan required with > 4 appliances) ..... $ 1.50

Mechanical Permits – Commercial – Fees are per schedule below based on valuation of mechanical work.

Permit fee Schedule (Based on the total valuation of the mechanical work)

- Less than $5,000 ..... $85.00 minimum permit
- $5,001 - $10,000 ..... $85.00 plus $1.66 for each add'l $100 over $5,000
- $10,001 - $100,000 ..... $133.00 plus $10.20 for each add'l $1000 over $10,000
- $100,001 and up ..... $1,051.00 plus $7.00 for each add'l $1000 over $100,000

Mechanical Plan Review Fee (Commercial Only) ..... 25% of Mechanical Fee

Section 3: Plumbing Permits - Residential and Commercial

Minimum Plumbing Permit Fee ..... $ 85.00

Residential Plumbing Permits—New Dwellings: (Includes first 100 ft. of water piping, sanitary and storm sewer lines.)

- Single Family Residential (1) Bath ..... $ 629.00
- Single Family Residential (2) Bath ..... $ 714.00
- Single Family Residential (3) Bath ..... $ 790.00
- Each additional half bathroom, full bathroom, or kitchen ..... $ 170.00

Residential & Commercial Plumbing - Site Utilities:

- Catch Basin or Area Drain ..... $ 26.00
- Drywell, Leach Line, or Trench Drain ..... $ 26.00
- Manufactured Home Utilities $104.00
- Manholes ..... $ 26.00
- Rain Drain ..... $ 26.00
- Sanitary Sewer (100 Linear ft.) ..... $ 96.00
- Storm Sewer (100 Linear ft.) ..... $ 96.00
- Water Service (100 linear ft.) ..... $ 96.00

Residential & Commercial - Fixture or Item:

- Backflow ..... $ 26.00
- Backwater Valve ..... $ 26.00
- Clothes Washer ..... $ 26.00
- Dishwasher ..... $ 26.00
- Drinking Fountain ..... $ 26.00
- Ejector, Sump ..... $ 26.00
- Expansion Tank ..... $ 26.00
- Fixture, Sewer Cap ..... $ 26.00
- Floor Drain, Floor Sink, Hub Drain ..... $ 26.00
- Garbage Disposal ..... $ 26.00
- Hose Bibb ..... $ 26.00
- Ice Maker ..... $ 26.00
- Interceptor ..... $ 26.00
- Primer ..... $ 26.00
- Roof Drain (Commercial) ..... $ 26.00

- Sink, Basin, Lavatory ..... $ 26.00
- Tub, Shower, Shower Pan ..... $ 26.00
- Urinal ..... $ 26.00
- Water Closet ..... $ 26.00
- Water Heater ..... $ 26.00
- Interior Piping –waste or water per floor ..... $ 26.00

Fire sprinklers, Multi Purpose or Continuous Loop (Residential), Use Plumbing Permit Application, includes Plan Review

- Less than 2,000 sq. ft ..... $ 164.00
- 2,001 sq. ft. to 3,600 sq. ft ..... $ 234.00
- 3,601 sq. ft. to 7,200 sq. ft ..... $ 270.00
- 7,201 sq. ft. and up ..... $ 304.00

Rain Water Harvesting Fee Schedule (based on valuation of work)

- Less than $5,000 ..... $100.00
- $5,001 - $10,000 ..... $100.00 plus $1.50 for each add'l $100 over $5,000
- $10,001 - $100,000 ..... $175.00 plus $10.20 for each add'l $1000 over $10,000
- $100,001 and up ..... $1093.00 plus $7.00 for each add'l $1000 over $100,000

Medical Gas Fee Schedule (based on valuation of work)

- Less than $5,000 ..... $100.00
- $5,001 - $10,000 ..... $100.00 plus $1.50 for each add'l $100 over $5,000
- $10,001 - $100,000 ..... $175.00 plus $10.20 for each add'l $1000 over $10,000
- $100,001 and up ..... $1093.00 plus $7.00 for each add'l $1000 over $100,000

Plan Review Fee for complex structures only: ..... 30% of Plumbing Permit Fee

Section 4: Sewer Permit Fees

Reversal of building drain without individual fixture connection ..... $ 40.00
Connection to each individual fixture ..... $ 26.00
Sewer Connection Permit ..... $ 42.00
Abandonment Permit ..... $ 30.00

Section 5: Electrical Permit Fees

Electrical Permits, Fees and Inspections are issued and regulated through Clackamas County. The City of Happy Valley will process Residential Permits through Clackamas County at no additional charge. Commercial Permit Applications should be submitted directly to Clackamas County.

Section 6: Grading Permit Fees[2]

Grading Permit Fee Schedule (Fees based on the number of cubic yards being removed or added to a site).

- 25 cubic yards or less ..... No permit required, no charge
- 25 to 100 cubic yards ..... $85.00 Minimum Permit
- 101 to 1,000 cubic yards ..... $67.50 plus $31.50 for each add'l 100cys over 100cys
- 1,001 to 10,000 cubic yards ..... $351.00 plus $27.00 for each add'l 1000cys over 1000cys
- 10,001 to 100,000 cubic yards ..... $594.00 plus $121.50 for each add'l 10,000cys over 10,000cys

[2]Building Division Grading Permit Fees are applied to work not covered by a foundation permit for single-family attached and detached, duplex and triplex developments and grading activities not involving significant cuts and fills or structural construction as determined by the City Engineer and Building Official. All other developments are subject to Engineering Division Grading Permit plan review fees.

- 100,001 cubic yards or more ..... $1687.50 for 100,000cys plus $67.50 for each add'l 10,000cys

Grading Plan Review Fee Schedule

- 50 cubic yards or less ..... No charge
- 51 to 100 cubic yards ..... $ 100.00
- 101 to 1,000 cubic yards ..... $ 200.00
- 1,001 to 10,000 cubic yards ..... $ 250.00
- 10,001 cubic yards or more ..... $250.00 for the first 10,000cys + $50.00 for each add'l 10,000cys

Section 7: Erosion Control/Code Enforcement

Residential ..... $ 400.00 per single family attached and detached[3], duplex and triplex development
Multi-Family, Commercial, Industrial and Institutional development ..... assigned fee on a per building basis

Section 8: Plan Review Fees (Res. 05-14, Effective 7/1/05)

Planning Division Plan Review Fee

Single-Family detached and attached, duplex and triplex development $105.00

Multi-Family, Commercial, Industrial and Institutional development ..... 5% of Building Permit Fee

Deferred Submittal Fee (OAR 918-050-0170) ..... $250 plus 10% of deferred item permit fee

Phased Projects Plan Review Fee (OAR 918-050-0160) ..... $250 plus 10% of the total project permit fee
For plan review on each phase of a phased project, not to exceed $1,500 for each phase.

Third Party Plan Review Fee ..... 10% of the permit fee ($85.00 minimum)

Energy Plan Review ..... Actual plan review costs plus 10% administrative processing fee
Applies to all building permits with valuation over $2.5 million and to any subsequent tenant improvements.

Senate Bill 2003-711

- 1&2 family homes with architect/engineer as certified plans examiner for plan review ..... $ 275.00

Section 9: Miscellaneous Permits and Fees

A. Appeals Fees – (per appeal)

- One and Two- Family Dwellings ..... $ 100.00
- All other occupancies ..... $ 200.00

B. Certificate of Occupancy

- Final ..... No Charge
- Temporary - Commercial ..... $ 170.00
- Temporary - Residential ..... $ 85.00

C. Consultation Fee ..... $ 150.00
For an optional meeting held prior to application for building permits for projects with complex and fairly detailed issues in one or two areas of expertise (e.g., building and fire codes). Limited to two City staff members.

D. Demolition Permit ..... $ 110.00

E. Fire sprinklers, Stand Alone Fire Suppression System (Residential), Use Building Permit Application

[3] Multiple single-family attached structures are inspected and charged the fee per group of buildings.

- Less than 2,000 sq. ft..... $ 164.00
- 2,001 sq. ft. to 3,600 sq. ft ..... $ 234.00
- 3,601 sq. ft. to 7,200 sq. ft ..... $ 270.00
- 7,201 sq. ft. and up ..... $ 304.00

F. Inspection Fees

- Minimum Inspection Fee ..... $ 85.00
- Re-Inspection Fee ..... $ 85.00
- Inspections outside of normal working hours..... $110.00 per hour (2 hr. minimum)
- Inspection or Plan Review for which no fee is specifically indicated .....$110.00 per hour
- Permit Specialist & Administration .....$ 60.00 per hour

G. Manufactured Homes

All jurisdictions in the Tri-County area shall charge a single fee for the installation and set-up of manufactured homes. This single fee shall include concrete slab, runners, or foundations when they comply with the prescriptive requirements of the Oregon Manufactured Dwelling standard, electrical feeder, and plumbing connections, and all cross-over connections.

- Installation Permit..... $ 445.00
- Earthquake-resistant bracing when installed separately ..... $ 85.00

H. Penalty for work commencing before permit issuance..... investigation fee equal to the permit fee

I. Permit Reinstatement Processing Fee.....50% the amount required for a new permit or $85.00 minimum

This fee is for renewal of a permit that has been expired for six months or less provided no changes have been made in the original plans and specifications for such work.

J. Refunds

If a building permit has been issued and no work has been done under the permit, and provided the City receives a request in writing for a refund within 180 days, 75% of the building permit shall be refunded, less the $60.00 refund processing fee. If the City receives a request for an extension in writing within the original 180 days, the permit may be renewed and the refund period extended for an additional 180 days.

K. Seismic Site Hazard Report Review ..... 1% of total structural fee

Administration

GENERAL FEES

Audio Recordings (Res. 11-08, Effective 5/3/2011) ..... based on hourly staff rate + cost of CD

Bond Adjustment (Res. 11-08, Effective 5/3/2011) $25
(Interim Bond Reduction)

City Council Position Filing Fee (Res. 10-07, Effective 5/04/10)..... $50

City Attorney Review Fee (Res. 11-08, Effective 5/3/2011) ..... based on hourly rate
(billed at 15 minute increments)

Copy of Planning Commission Packet (Res. 11-08, Effective 5/3/2011) ..... based on hourly staff rate
(billed at 15 minute increments)

Copy of City Council Packet (Res. 11-08, Effective 5/3/2011) ..... based on hourly staff rate
(billed at 15 minute increments)

Note: All documents are available free at www.ci.happy-valley.or.us

Depositor Administration Fee (Res. 11-08, Effective 5/3/2011) $250
(Money held by City in abeyance until work is done)

Document Copying (Res. 09-08, Effective 6/02/09)

Black/White Single Sided
- Standard..... $0.20
- Legal..... $0.30
- 11”x17” $0.40

Black/White Double Sided
- Standard..... $0.25
- Legal..... $0.35
- 11”x17” $0.45

Color Single Sided
- Standard..... $0.30
- Legal..... $0.40
- 11”x17” $0.50

Full Size Sheets (Res. 11-04, Effective 4/1/2011) $10.00

Document Research (Res. 11-08, Effective 5/3/2011) ..... based on hourly staff rate
(billed at 15 minute increments)

Duplication of CC/PC Minute Tapes (Res. 09-08, Effective 6/02/2009)..... $20 each

Fee-in-Lieu Agreement Admin. (Res. 11-08, Effective 5/3/2011) $250
(Minimum of $250 Admin. Fee or total of Fee-in-lieu amount)

Financial Guarantee in Lieu of Bond Admin. Fee (Res. 11-08, Effective 5/3/2011) $250
(Payments in lieu of bond made to City, City performs the work)

Reimbursement District and Local Improvement District Fee
(Res. 12-16, Effective 7/17/2012) .....5% of District cost per lot within District

Returned Check Processing (Res. 09-08, Effective 6/02/2009)..... $100

Hourly Staff Rate

City of Happy Valley Fiscal Year 2011-12 Hourly Rates for Billing Purposes		
	Position	Hourly Rate
Building Department	Building Official	$116.00
	Building Department Plan Review	$114.00
	Building Inspector	$ 89.00
	Permit Specialist	$ 65.00
Community Development	Community Development Director	$130.00
	Engineering Manager	$115.00
	Engineer	$ 73.00
	Planner	$ 73.00
	Planning Assistant	$ 52.00
Community Services	Community Service Director	$125.00
	Code Enforcement Officer	$ 80.00
	Community Involvement Specialist	$ 59.00
	Court Clerk	$ 65.00
General	City Manager	$172.00
	Office and Facility Coordinator	$ 83.00
	HR Director	$121.00
	City Recorder	$121.00
	Finance Director	$129.00
	Admin Assistant	$ 58.00
	Building Maintenance Technician	$ 51.00
Public Works	Public Works Director	$120.00
	Public Works Inspector	$ 91.00
	Public Works Staff	$ 61.00

PERMITS

Alarm Permits (Ord. 209, Effective 9/19/00)

Residential - every 2 years (Res. 11-08, Effective 5/3/2011) $40
Residents 65+years (Ord. 209, Effective 9/19/00) $0
Business – every 2 years (Res. 11-08, Effective 5/3/2011) $80
Late fee for residential/commercial past 30 days (Ord. 209, Effective 9/19/00) $25
False Alarm fee (Ord. 209, Effective 9/19/00)

- 1st – 3rd false alarm $0
- 4th false alarm $40
- 5th false alarm $100
- 6th false alarm $180

Burn Permit (Res. 06-11, Effective 4/04/06) Onetime fee $30

Special Events Permit – Processing Fee (Res. 11-08, Effective 5/3/2011) $150
(plus hourly staff rate)

Commercial Filming Permit – Processing Fee (Res. 11-08, Effective 5/3/2011) $150
(plus hourly staff rate)

4th of July Vendor Permit Fee (Res. 11-08, Effective 5/3/2011)

- Business Vendor $200
- Food Vendor $300

Summer Concerts Vendor Permit (Res. 11-08, Effective 5/3/2011)

- Business Vendor ..... $50 or 10%, whichever is higher
- Food Vendor ..... $50 or 10%, whichever is higher

Alcohol Vendor Permit (Res. 11-08, Effective 5/3/2011) ..... $50 or 10%, whichever is higher

LICENSES

Business License (Res. 12-16, Effective 7/17/12)

- Commercial (Wholesale/Retail) and Industrial Business Class A $100
- Daycare Class B $100
- Rental Property (Single-Family and Multi-Family) Class C $100
- Home Based Business Class D1 ..... $50
- Building Trades/Landscape Contractor
  - Greater than $250K annually Class E1 ..... $100
  - Less than $250K annually Class E2 (Fee waived with copy of a valid Metro Business License) $50

Temporary Solicitor/Peddler (10 day) Class F $50

Dog License (Res. 07-22, Effective 11/16/07)

Altered Dog

- 1 year $18
- 2 year $34
- 3 year $50

Fertile Dog

- 1 year $35
- 2 year $67
- 3 year $100

Senior Discount <age 62
Altered Dog
- 1 year $14
- 2 year $26
- 3 year $38

Fertile Dog
- 1 year $31
- 2 year $59
- 3 year $88

Duplicate registration $10

Passports (Res. 11-08, Effective 5/3/2011) Fees in addition to the US Dept of State's passport fees

U.S. Passport Book

Under Age 16 ..... $25
Age 16 & Over $25

U.S. Passport Card

Under Age 16 ..... $25
Age 16 & Over $25

U.S. Passport Book & Card

Under Age 16 ..... $25
Age 16 & Over $25

Passport Photo $10

SPORTS FIELDS/PARKS

Sports Fields - Team/Club Fees – Organized (Res. 06-35, Effective 12/05/06)

- Non-refundable processing fee $25
- Youth Sports, per Season/per Team $400
- Adult Sports, per Season/per Team $550
- Tournament Playoffs – Per day, 2 fields (also require a Special Events Permit) $300
  - Additional field per day $100

Sports Field - User Fee (Res. 11-07, Effective 4/5/11)

- Non-refundable processing fee $25
- Youth In-District hourly rate per field ..... $5.00 ($2.50 prorate ½ hour)
- Youth Out-of-District hourly rate per field ..... $10.00 ($5.00 prorate ½ hour)
- Adult hourly rate per field ..... $20.00 ($10.00 prorate ½ hour)
- All processing fee due at time of application $25

- Tournament Playoffs – Per day, 2 fields (also require a Special Events Permit) $400
  - Additional field per day $100

Mini Tournaments – 10 teams or less, 1 or 2 day – 2 fields in addition to hourly rate $200

Happy Valley Park Reservations (Res. 06-35, Effective 12/05/06)

Application Fee, Non-Refundable $22

	# People	In-District	Out of District
Reservation Fee (4 hour block)		$30	$60
User Fee (4 hour block)	1 - 20	$22	$44
	21 - 40	$33	$66
	41 - 60	$55	$110
	61 - 80	$66	$132
	81 - 100	$88	$176
	+100 requires Special Event Permit	$88 + $150	$176 + $150

CODE ENFORCEMENT

Construction Site Re-Inspection Fee for Non-Compliance $75

Parking Citation Fees (Res. 04-30, Effective 12/01/04)

- Hazard $30
- On Sidewalk $25
- On Crosswalk/Within 20 FT. Of Crosswalk $25
- Within Intersection $30
- In Violation of Signs and Markings That Prohibit Parking $25
- Double Parking $20
- Blocking Driveway $25
- 10 FT. From Fire Hydrant $25
- Over 12 Inches From Curb $20
- Wrong Side of Street $20
- In Park in Violation of Signs or When Park Closed $20
- Parked In Bicycle Lane/Bicycle Trail $25
- Less Than (18) FT. Of Unobstructed Roadway $15
- Parking Any Place Where Official Signs or Marking Prohibit Stopping, Standing Or Parking $25
- Parking During Prohibited Time $15
- Within 12 FT From a Mailbox $15
- Parked Over 72 Hours $20
- Trailer Not Attached $25
- Between Roadways/Divided Hwy…… $20
- Not Parked Parallel to the Curb……. $20
- Parked in an Emergency Zone…. $25
- Parked in Safety Zone…. $25
- Parking in disabled space ..... $250 min. /$600 max.

Trespassing Sign (Res. 11-06, Effective 3/15/11) $10

Trespass Sign Fee – Over Age 65 ..... $0

Trespass Sign Fee – Indigent $0