



MASTER FEE SCHEDULE

FY 2020-2021

The file can be found at: \\FS1\Share_City\Forms\Finances - Fees - Etc\Master Fee Schedule\Draft_Master_Fee_Schedule_fy_2020-2021_20190815.docx



A COMMUNITY FOR ALL AGES

City of King City, Oregon

The City of King City provides a full range of municipal services to the community, including police protection, traffic control, and improvement, street maintenance and improvement, planning and zoning regulation, building inspection and regulation. This Master Fee Schedule consolidates all City fees and charges adopted by City Council resolution for the various services that the City provides. Typically, it is updated annually and reflects all fee resolutions passed by Council during the year.

Fee Variance and Waiver Statement

Based upon an unusual circumstance or event, past practices demonstrated hardship or public benefit; the City Manager is authorized to waive or decrease a fee(s) or charge(s) in a particular matter or establish a fee not yet authorized in this schedule. When a new fee is established by the City Manager it shall be incorporated into this document, and it shall be included and specified during the next update to this document.

A waiver or reduction request must be in writing and communicated to the Council to allow an opportunity for comment. If the City Manager or his designee agrees to said waiver or reduction, he/she shall inform the City Council, in writing, of the request and his/her decision, except in minor matters (defined as waivers or reductions valued at \$1,000 or less).

Effective Dates and Resolutions

The FY 2020-2021 Master Fees Schedule fees are effective as of March 12, 2020, with the adoption of resolution #R-2020-03, adopted by City Council on March 11, 2020, which is incorporated in full by this reference.

CITY OF KING CITY
RESOLUTION NO. R-2020-03

A RESOLUTION REVISING FEES, CHARGES, FINES AND ASSESSMENTS OF THE CITY OF KING CITY, OREGON AND RESCINDING RESOLUTION R-2019-11.

WHEREAS, The City adopted Resolution R-2019-11, which outlined a City policy revising fees, charges, fines and assessments of the City of King City and rescinding Resolution R-2018-02

WHEREAS, the City is allowed by law to establish fees, charges and fines that may be assessed individuals requesting services and materials to be supplied by the City staff, or for costs that may be incurred by the City on behalf of any member of the public, or that may be assessed as a fine; and

WHEREAS, the City of King City provides a full range of municipal services to the community, including police protection, traffic control, and improvement, street maintenance and improvement, planning and zoning regulation, and building inspection and regulation. This Master Fee Schedule consolidates all City fees and charges adopted by City Council resolution for the various s services that the City provides. Typically, it is updated annually and reflects all fee resolutions passed by Council during the year; and

WHEREAS, prudent use of the City's financial resource requires that the City charge fees sufficient to recover the cost in personnel time and materials to render the service requested; and

WHEREAS, based upon an unusual circumstance or event, demonstrated hardship, or public benefit, the City Manager is authorized to waive or decrease a fee(s) or charge(s) in a particular matter or establish a fee not yet authorized in this schedule. When a new fee is established by the City Manager it shall be incorporated into the Master Fee Schedule, and it shall be included and specified during the next update to the Master Fee Schedule; and

WHEREAS, the City Manager is authorized to make non-substantive changes to Master Fee Schedule (e.g., typographical errors) following passage by City Council; and

WHEREAS, the City Council desires to update its prior master fee schedule to include new fees, charges and fines established by the City Manager and Council.

THE CITY OF KING CITY RESOLVES AS FOLLOWS:

1. Rescind Resolution R-2019-11
2. Adopt the Master Fees, charges, and assessments schedule as authorized in the King City Municipal Code as stated in Exhibit A, which is incorporated in full by this reference:
3. This resolution will take effect on March 12, 2020.

ADOPTED THIS 11TH DAY OF MARCH 2020.

on file
Kenneth Gibson, Mayor

ATTEST:
on file
Ronnie L. Smith, City Recorder

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1. ADMINISTRATION

a. Billable Hourly Rates

Any work performed during overtime hours shall be billed as the calculated hourly rate multiplied by 125 percent. The City Manager and/or department directors are authorized to adjust calculated billings to reflect the impact of unusual circumstances or situations.

Department	<u>Hourly Rate</u>
Community Development, GIS, Records, Court and Public Works Administration	
City Manager	\$ 150
Community Development Director	140
Administrative Specialists	120
Engineering	
Engineering	Current Engineering billing rate
Planning	
Planning Director	140
Senior Planner	120
Associate Planner	100
Assistant Planner	95

Billable Hourly Rates, continued

Department	<u>Hourly Rate</u>
Operations	
City Manager	\$ 150
Operations Supervisor	140
Facilities Maintenance Technician	120
GIS/CADD Specialist	120
Code Compliance	
Code Compliance Coordinator	95
Enforcement Officer	95

b. Public Recordsⁱ

Photo Copy		
i. Black & white single or double-sided		0.25
ii. Color single or double-sided		0.50
Municipal Code Copy		130
Annual Budget/Audit Report		65
Business License Listing		10
Postage		Actual Cost
Other City-created documents	See Billable Hourly Rates. Plus, materials.	
Photographs and Videos		
i. Audio Tapes		15
ii. Pictures		5
iii. Negatives		5
iv. Digital Photographs		5
v. Lien Search		25
vi. Police or Admin Policy Manual		30
vii. Zoning letters		25

c. Miscellaneous Administration Fees

Notary Public Fee Schedule According to OAR 160-100-410		
i. For taking an acknowledgment		10
ii. For taking a verification upon a oath or affirmation.		10
iii. For certifying a copy of a document.		
iv. For witnessing or attesting a signature.		
v. For protesting commercial paper (except \$0 for a check drawn on an insolvent financial institution)		10
vi. For administering an oath or affirmation without a signature.		10

2. BUILDING

Building fees include structural, mechanical, plumbing, and electrical charges. Fees are applicable to residential, commercial, and industrial properties unless otherwise specified.

a. Structural Permits

Valuation shall be calculated in accordance with OAR 918-050-0100
(Residential/Commercial/Industrial):

Total Valuation	<u>Fee</u>	<u>Plus each additional \$1,000 or fraction thereof</u>
\$1.00 - \$2,000	\$62.50	
\$2,001 - \$25,000	62.50	for the first \$2,000 in value plus \$9.60 for each additional \$1,000 or fraction thereof
\$25,001 - \$50,000	283.30	for the first \$25,000 in value plus \$7.50 for each additional \$1,000 or fraction thereof
\$50,001 - \$100,000	470.80	for the first \$50,000 in value plus \$5.47 for each additional \$1,000 or fraction thereof
\$100,001- \$250,000	744.30	for the first \$100,000 in value plus \$3.90 for each additional \$1,000 or fraction thereof
\$250,001- \$600,000	1329.30	for the first \$250,000 in value plus \$3.85 for each additional \$1,000 or fraction thereof
\$600,001- \$1,200,000	2676.80	for the first \$600,000 in value plus \$3.51 for each additional \$1,000 or fraction thereof
\$1,200,001- \$2,000,000	4782.80	for the first \$1,200,000 in value plus \$2.73 for each additional \$1,000 or fraction thereof
\$2,000,001 and up	6966.60	for the first \$2,000,000 in value plus \$2.72 for each additional \$1,000 or fraction thereof.
State Surcharge	12%	of the building permit fee
Building Plan Review	65%	of the building permit fee
Fire and Life Safety Plan Review	40%	of the building permit fee
Solar Installation Permits		
a) Prescriptive system	150	
b) Non-Prescriptive system		shall have permit fees and plan review calculated in accordance with the above fee schedule
Phased Projects	<u>Fee</u> \$200	plus 10% of the total project building permit

fee not to exceed \$1,500 for each phase.

Deferred Submittals

65% of the building 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 minimum fee of \$200.00. This is in addition to the project plan review fee based on the total project valuation.

Residential Fire Suppression Permits (Stand Alone System)
See plumbing permit for multipurpose or continuous loop system

	<u>Fee</u>
0 sq. ft. to 2,000 sq. ft.	\$115
2,001 sq. ft. to 3,600 sq. ft.	160
3,600 sq. ft. to 7,200 sq. ft.	220
7,201 sq. ft. and greater	309

Other Inspections and Fees

Re-inspection	\$85/inspection
Each additional inspection over the allowable	85/inspection
Inspections for which no fee is specifically indicated	85/inspection
Investigation fee	85/hour
Additional plan review	89/hour
Inspections outside normal business hours (minimum charge of 2 hours)	127.50/hour

b. Mechanical Permits

Residential:

	<u>Fee</u>
Heating/Cooling	
Furnace up to 100,000 BTU (including ducts and vents)	\$14
Furnace 100,000 BTU and over (including ducts and vents)	17.40
Floor furnace (including vent)	14
Air conditioner	14
Heat pump	14
Mini-split system	14
Ductwork	14
Hydronic hot water system	14
Residential boiler (radiator or hydronic)	14
Unit heaters (fuel-type, not electric), in-wall, in-duct, suspended	14
Suspended heater, wall heater, or floor mounted heater	14
Flue / vent for any of above	10
Repair units	12.15
Vent not included in appliance permit	6.80
Other heating / cooling	14

Other Fuel Appliances

Water heater	10
Gas fireplace	10

Flue vent for water heater or gas fireplace	10
Log lighter (gas)	10
Wood / pellet stove	10
Wood fireplace / insert	10
Chimney / liner / flue / vent	10
Other fuel appliances	10

Environmental Exhaust & Ventilation

Range hood/other kitchen equipment	10
Clothes dryer exhaust	10
Single-duct exhaust (bathrooms, toilet compartments, utility rooms)	6.80
Attic / crawlspace fans	10
Other environmental exhaust & ventilation	10

Fuel Piping

For first four (4)	5.40
Each additional over four (4)	1

Boiler / Compressor / Absorption System

<3HP: absorb unit to 100K BTU	14
3-15 HP: absorb unit 100K to 500K BTU	25.60
15-30 HP: absorb unit .5-1 mil BTU	35
30-50 HP: absorb unit 1-1.75 mil BTU	52.20
>50 HP: absorb unit >1.75 mil BTU	87.20

Other

Air handling unit to 10,000 CFM	10
Air handling unit 10,000 CFM+	17.20
Non-portable evaporate cooler	10
Vent fan connected to a single duct	6.80
Ventilation system not included in appliance permit	10
Hood served by mechanical exhaust	10
Domestic incinerators	17.40
Commercial or industrial type incinerator	69.95
Other units, including wood stoves	10

Minimum Permit Fee 72.50

State Surcharge 12% of the mechanical permit fee

Mechanical Permits (cont.)

Mechanical Plan Review Fee 25% of the mechanical permit fee

Commercial/Industrial:

Valuation shall be calculated on the value of the equipment and installation costs. Use this section for commercial installation, replacement or relocation of non-portable mechanical equipment, or mechanical work not covered previously. Indicate the

value of all mechanical labor, materials, and equipment.

Total Valuation:	<u>Fee</u>	<u>Other Fees</u>
\$1 to \$5,000	\$72.50	
\$5,001 to \$10,000	72.50	\$ - for first \$5,000 and \$1.52 for each additional \$100 or fraction thereof, to and including \$10,000
\$10,001 to \$25,000	148.50	for first \$10,000 and \$1.54 for each additional \$100 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	379.50	for first \$25,000 and \$1.45 for each additional \$100 or fraction thereof, to and including \$50,000
\$50,001 and up	742	for first \$50,000 and \$1.20 for each additional \$100 or fraction thereof
Minimum Permit Fee		72.50
State Surcharge		12% of the mechanical permit fee
Mechanical Plan Review Fee		25% of the mechanical permit fee
Other Residential, Commercial and Industrial Mechanical Inspections and Fees		
Re-inspection		62.50/inspection
Each additional inspection over the allowable		62.50/inspection
Inspections for which no fee is specifically indicated		62.50/inspection
Investigation fee		62.50/hour
Additional plan review (minimum charge of ½ hour)		62.50/hour
Inspections outside normal business hours (minimum charge of 2 hours)		62.50/hour

c. Plumbing Permits

Medical Gas - Plumbing permit fees for medical gas shall be determined, based on the value of installation costs and the system equipment, including, but not limited to, inlets, outlets, fixtures, and appliances, and applied to the City's fee schedule with a set minimum fee. The plan review fee shall be equal to 25% of this permit fee.

Total Valuation	Fee	Other fees
\$1.00 to \$5,000	\$72.50	
\$5,001 to \$10,000	72.50	for first \$5,000 and \$1.52 for each additional \$100 or fraction thereof, to and including \$10,000
\$10,001 to \$25,000	148.50	for first \$10,000 and \$1.54 for each additional \$100 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	379.50	for first \$25,000 and \$1.45 for each additional \$100 or fraction thereof, to and including \$50,000
\$50,001 and up	742	for first \$50,000 and \$1.20 for each additional \$100 or fraction thereof

New 1-2 family dwellings (includes 100 feet for each utility connection)

	Fee
SFR (1) bath	\$249.20
SFR (2) bath	350.00
SFR (3) bath	399.00
Each additional bath/kitchen	45.00
Rain drain, single family dwelling	65.25

Site Utilities

Catch basin or area drain	16.60
Drywell, leach line, or trench drain	16.60
Manufactured home utilities	110.00
Manholes	16.60
Rain drain connector	16.60
Footing drain – 1 st 100'	55.00
Footing drain – each additional 100'	46.40
Sewer – 1 st 100'	55.00
Sewer – each additional 100'	46.40
Water service – 1 st 100'	55.00
Water service – each additional 100'	46.40
Storm & rain drain – 1 st 100'	55.00
Storm & rain drain – each additional 100'	46.40
Interior mainline (sewer or water piping) – 1 st 100'	55.00
Interior mainline (sewer or water piping) – each addt' l 100'	46.40

Fixture or item

Absorption valve	16.60
Commercial backflow prevention device	46.40
Residential backflow prevention device	27.55
Backwater valve	16.60

Plumbing Permit (cont.)

Clothes washer	16.60
Dishwasher	16.60
Drinking fountain	16.60
Ejectors/sump	16.60
Expansion tank	16.60
Fixture/sewer cap	16.60
Floor drain / floor sink / hub	16.60

Fixture or item

Garbage disposal	16.60
Hose bib	16.60
Ice maker	16.60
Interceptor / grease trap	16.60
Primer	16.60
Roof drain (commercial)	16.60
Sink / basin / lavatory	16.60
Tub / shower / shower pan	16.60
Urinal	16.60
Water closet	16.60
Water heater	16.60

Minimum Permit Fee 72.50

State Surcharge 12% of the plumbing permit fee

Plumbing Plan Review Fee 25% of the plumbing permit fee when applicable (OAR 918-780-0040)

Residential Fire Suppression Permits (multipurpose or continuous loop system)	Fee
0 sq. ft. to 2,000 sq. ft.	\$115
2,001 sq. ft. to 3,600 sq. ft.	160
3,600 sq. ft. to 7,200 sq. ft.	220
7,201 sq. ft. and greater	309

Other Inspections and Fees

Re-inspection fee	72.50/inspection
Each additional inspection over the allowable	72.50/inspection
Inspections for which no fee is specifically indicated	72.50/inspection
Investigation fee	72.50/hour
Additional plan review	89/hour
Inspections outside normal business hours (minimum charge of 2 hours)	108.75/hour

d. Electrical Permits

New 1-2 family dwellings (includes attached garage)

1,000 square feet or less	\$145.15
Each additional 500 square feet or portion	33.40
Limited energy, residential	75.00
Limited energy, non-residential	75.00
Each manufactured or modular dwelling, service and/or feeder	90.90

Services or feeders installation, alteration, and/or relocation

200 amps or less	80.30
201 amps to 400 amps	106.85
401 amps to 600 amps	160.60
601 amps to 1,000 amps	240.60
Over 1,000 amps or volts	454.65
Reconnect only	66.85

Temporary services or feeders installation, alteration, and/or relocation

200 amps or less	66.85
201 amps to 400 amps	100.30
401 amps to 600 amps	133.75

Branch circuits – new, alteration, or extension, per panel

Fee for branch circuits <i>with</i> service or feeder fee, each branch circuit	6.65
Fee for branch circuits <i>without</i> service or feeder fee, each branch circuit	46.85
Each additional branch circuits	6.65

Miscellaneous (service or feeder not included)

Pump or irrigation circle	53.40
Sign or outline lighting	53.40
Signal circuit(s) or limited-energy panel, alteration, or extension	75.

Renewable Energy

	Fee
5KVA	80.30
5.01-15KVA	106.85
15.01-25KVA	160.60
Wind generation 25-50KVA	240.60
Wind generation 50-100KVA	454.65
Solar generation excess of 25KVA, charge an additional \$8/KVA, No increase beyond the calculation for 100KVA	

State Surcharge

12% of the electrical permit fee

Electrical Plan Review Fee

25% of the electrical permit fee when applicable
(OAR 918-780-0040)

Electrical Permits (cont.)

Other Inspections and Fees

Re-inspection fee	62.50/inspection
Each additional inspection over the allowable	62.50/inspection
Inspections for which no fee is specifically indicated	62.50/inspection
Investigation fee	62.50/hour
Additional plan review	89/hour
Inspections outside normal business hours (minimum charge of 2 hours)	93.75/hour

e. Permit Related Fees

State surcharge shall be collected in an amount as required by State Law.

Building Moving/Demolition Permits

Deposit for services	\$500
Services	Billable Hourly Rates
Plan Review Fee	75% of the permit fee
Administrative fee for refunds	20% of the permit fee

f. Manufactured Dwelling Permit Fees

Manufactured Home Placement Permit (includes plan review)	\$257.80
State Manufactured Home Fee	- \$30
State Surcharge	- 12 %

3. BUSINESS REGISTRATION

Business Registration is required annually for all businesses doing business in the City. There will be no prorating of tax for any business.

Standard first-year base fee (original business tax)	\$ 150
Renewal after the first year	100
3 months of any year	65
Temporary business (up to 30 days)	45

Delinquent Registration	10% of the original business tax plus interest at 9% per annum from the due date until full payment is received
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Business Registrations are considered delinquent thirty (30) day after July 1st every year.

Failure to register business see section 12 Violations of the Municipal Code.

Metro Business License versus City Business Registration or Both:

Instead of obtaining separate business licenses/registrations within each Portland-area City that you conduct business in, you can purchase a single license from Metro to construct, alter, and repair structures in 20 cities that have licensing/registration requirements in the metropolitan area, excluding Portland. The license covers all construction trades, both commercial and residential, as well as all landscape contractors. Exception: if your principal place of business is inside the City of King City, the business is required to apply for a City of King City Business Registration in addition to the Metro license.

For Metro applications, contact Metro at 503-797-1620 or visit their website at: <http://www.oregonmetro.gov/tools-working/regional-contractors-business-license>

4. PARKING in ROW

Parking Permit Fees

Permits under this section are not prorated and must be paid before the permit is issued.

Recreational Vehicles (monthly)	\$ 30
PODS (up to 48 hours)	\$25
Street parking permit (annually)	\$50
Maximum (3 permits per year per address)	\$120

5. FACILITY FEES

Council Chambers – a minimum of two hours and a max of 7 hours. Chambers is only rentable during normal business hour M-F from 9 am to 5 pm.	\$35 per Hour
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Parks & Recreation

Service Contracts for classes and activities

Fees for each class and activity shall be set at 15% of the fee charged for the classes and activities.

Reservations charges

All fields and court reservations will be charged at two-hour (2) blocks. No refunds will be issued.

There will be open play/field* for residents, please check the schedule online.

Tennis Court	\$10
Basketball Court	\$10
Baseball / Softball fields*	\$55
Soccer East Field*	\$55
Soccer West Field*	\$55
Soccer Full Field (East and West)*	\$55
Gazebo	\$35

* Gold Star Sponsor > than \$10,000 subject to terms of use.

* Open Play/field – Open to everyone (no reservations needed or there is currently no reservations)

City reserves the right to reuse or reject access for violations of city ordinances, rules, and policies

6. ENGINEERING

Engineering fees consist of inspections, permits, printed and electronic maps, as well as erosion control charges.

Labor will be invoiced by Murrsmith staff classification plus 20% City admin cost at the

following hourly rates, which are valid from January 1, 2019 to December 31, 2019. After this period, the rates are subject to adjustment.

a. Engineering Labor

Principal Engineer VI	\$308.00
Principal Engineer V	297.00
Principal Engineer IV	285.00
Principal Engineer III	273.00
Principal Engineer II	263.00
Principal Engineer I	241.00
Professional Engineer IX	230.00
Engineering Designer IX	222.00
Professional Engineer VIII	219.00
Engineering Designer VIII	210.00
Professional Engineer VII	207.00
Engineering Designer VII	200.00
Professional Engineer VI	198.00
Engineering Designer VI	190.00
Professional Engineer V	186.00
Engineering Designer V	178.00
Professional Engineer IV	175.00
Engineering Designer IV	175.00
Professional Engineer III	170.00
Engineering Designer III	170.00
Engineering Designer II	156.00
Engineering Designer I	144.00
Technician IV	172.00
Technician III	151.00
Technician II	130.00
Technician I	110.00
Administrative III	120.00
Administrative II	110.00
Administrative I	102.00

b. Inspections and Permits

Right-of-Way Permit Applications	
Construction Permit Application	\$ 250
Sidewalk Permit	50
Street Opening Permit	65
Right-of-Way Use Permit	65
Major Encroachment Permit Application	150
Minor Encroachment Permit Application	50
Right-of-way Re-inspection (beyond standard of 2)	95
5-Year Moratorium Surcharge:	
1 st year of moratorium	Not Allowed
2 nd year of moratorium	\$250 per square foot
3 rd year of moratorium	\$200 per square foot
4 th year of moratorium	\$150 per square foot
5 th year of moratorium	\$100 per square foot

Grading Permit	
Minor (0 to 100cy)	150
Major (100+ cy)	250
Floodplain Review	Actual Costs
Inspection	Actual Costs
Street Vacation/Rename Request	\$2,500 Deposit (actual cost billed per hourly rate)
Franchise Permit Application	2,000
Transportation Fee Review Application	\$75 Deposit (actual cost billed per hourly rate)
Appeal to City Council	600

c. Plan Review and Construction Observation Cost ¹

1. When a developer constructs public improvements including but not limited to streets, water and sewer lines, with the development of land using private funds and the developer elects to utilize the services of the City Engineer in connection with the design, installation and inspection of such improvements, the developer shall deposit with the City Recorder for payment of such services a sum equal to 12 percent of the estimated cost of construction of said improvements or, if the City Engineer does not prepare bid documents for the construction or improvements, then the deposit shall be in an amount equal to 10 percent of the actual cost of construction as determined by the award of a successful bid.
2. In the event a developer elects to utilize the services of a licensed engineer to design or supervise the installation of the improvements of streets, water and sewer lines or other public improvements that are to be installed in the City of King City in conjunction with the development of land using private funds, then such plans and construction of improvements shall be reviewed and inspected by the City Engineer for determination that the same are in compliance with the applicable standards of the City for such improvements.

The developer shall deposit with the City Recorder an amount equal to five (5) percent of the estimate of the "actual cost" of the total project, all public and private improvements, excluding buildings, to cover the actual cost of the City Engineer, Planning Consult and city staff services (review, inspection and accounting) but in no event less than the sum of \$150.00 for such services. All engineering plans must be accompanied by the appropriate cost estimate and fee before review is undertaken.

For all projects \$50,000.00 or greater city staff will document and keep an accounting of the actual time and costs spent to process the review and inspection of all public improvements including staff and consultant time at final inspection. Any portion of the deposit not used will be refunded.

If the cost to review, inspect and account for the improvements exceeds the deposit, then the applicant shall pay the difference.

3. All deposits received by the City Recorder under the provisions of Section 1 and 2 above shall be deposited in the appropriate Capital Improvement fund for

¹ Engineering Services Pursuant to ORS 92.097

appropriation to the proper expenditure (consultant, staff time or reimbursement).

Electronic Drawings:

Paper – All sizes	\$ 5
Other format (plus \$70/hr. for additional work)	7
Reproduction charges (\$0.10 for additional pages)	\$ 1

Printed and Electronic Maps (GIS)

Standard Selection of GIS maps

Full Sheet (34" x 44")	\$ 65
1/2 Sheet (22" x 34")	55
1/4 Sheet (17" x 22")	45
1/8 Sheet (11" x 17")	15
Electronic file (via electronic mail in PDF, JPG, GIF or TIF formats)	12
Electronic file (for mailed media includes postage, handling, and charges)	\$ 25

Aerial Maps

Full Sheet (34" x 44")	\$ 65
1/2 Sheet (22" x 34")	55
1/4 Sheet (17" x 22")	45
1/8 Sheet (11" x 17")	15
Electronic file (via electronic mail in PDF, JPG, GIF, or TIF formats)	12
Electronic file (for mailed media includes postage, handling, and charges)	\$ 25

Custom Maps

Flat charge per Hour plus cost of materials	See Billable Hourly Rates
Electronic file (for mailed media includes postage, handling, and charges)	See Billable Hourly Rate

7. MISCELLANEOUS

Miscellaneous Permits

Filming Permit – Fee varies based upon production budget and time to review application. Fee may be waived under certain conditions. Up to \$ 1,200

Temporary Event Permit – Fee may be charged to cover costs incurred by the City for assisting with an event. Staff time will be based upon billable hourly rates. \$5.00

8. MUNICIPAL COURT

King City Municipal Court collects fines for traffic citations, parking violations, and miscellaneous programs approved by the Judge. Traffic fine amounts are set by State legislature based on the offense classification.

Fees and Charges

Payment Plan Installment Fee	\$ 25
Failure to Appear	75
Reinstatement Fee	15
Returned Check Fee	30

Traffic Fines

Penalty	Presumptive Fine ORS 153.019	Special Zone Fine ORS 153.020
Class A	\$ 440	\$ 875
Class B	265	525
Class C	165	325
Class D	\$ 115	\$ 225

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Parking Fines

Abandoned Vehicle	\$ 80
Angle Parking	40
Bicycle Lane	80
Blocking Driveway	65
Blocking Mail Box	30
Blocking Disabled Parking Space	300
Blocking Emergency Vehicles	80
Bank Zone/Bus Zone/Taxi Zone	50
Construction Zone	65
Hotel/Motel Zone	30
For Hire Zone	30
Double Parking	50
During Prohibited Times	50
Emergency/Safety Zone	80
10 ft. from Fire Hydrant	30
Head in Only Parking	50
Leaving Motor Running	30
Leaving Keys in Vehicle	30
Loading Zone	30
No Parking Zone/Tow Away Zone	65
On Crosswalk/Sidewalk	30
Over 1 Ft. from Curb	30
Over Space Line	30
Overtime Parking	30
Permit Only Parking	50
Traffic Hazard	80
Disabled Parking Space	300
Residential Parking Zone	50
Reserved/Restricted Area	30
School Zone	65
Wrong Side of Street	30
Where Prohibited	50
Parking not listed	30

9. PLANNING

The City Planning Department oversees land use applications, annexations, special requests, and procurement of City maps and master plans.

Land Use Applications

The following standard base fees apply to all land use applications listed below. Some applications may require additional fees as described below under Additional Application Fees:

Application Category	Application Type	Base Fee
Administrative Review – permit action identified in Title 16 as administrative actions.		
City Manager Review – uses and activities permitted through City Manager review as identified in Title 16.		
Accessory Dwelling Unit		
Annexation	Less than 10 acres	\$2,000
	More than 10 acres	\$2,700
Reconsideration of motion	To Planning Commission	\$200
Appeal of Decision	To Planning Commission	\$250
	To City Council	\$600
Communication Facilities and Structures	Administrative Review	See above
	City Manager Review	See above
Planning Commission review		
Community Development Code and/or Zoning Map Amendment	Title 16 text/zoning map amendment	\$2,500
Comprehensive Plan Amendment	Text and/or map	\$2,500
Conditional Use		\$1,500
Expedited Land Division		\$2,500
Flood Plain and Drainage Hazard	City Manager review	\$1,200
	Planning Commission review	\$2,000
Goal 5 Safe Harbor		\$800
Home Occupation	Type I	\$350
	Type II	\$1,050
Lot Line Adjustment		\$500
Partition	Minor Partition – Preliminary Plat	\$850
	Major Partition– Preliminary Plat	\$850
	Minor Partition – Final Plat	\$850
	Major Partition– Final Plat	\$850
Planned Development		
Site Plan Review		\$2,200
Subdivision	Preliminary Plat	\$2,000
	Final Plat	\$800
	Replat	\$1,500
Temporary Use		\$250
Fence Permit		\$25
Variance		\$900

Tree Removal Permit

Within the boundary of King City, there are three (3) different types of trees are recognized by the King City Development Code:

- **Naturally occurring or planted trees** – that are not related to any development approval. These could either be on private property, public property, or public ROW. These are generally the ones referred to in CDC 16.128 that are ≥ 6 " dbh.
- **Landscape trees** – these were required as a condition of development approval. These would be on private property. The requirements would be based on CDC 16.124 and the relevant conditions for development approval.
- **Street trees** – within the public ROW. These are the property of the city and can't be removed or pruned without city approval. It is still the abutting home owner's responsibility to repair and maintain the street tree per King City Municipal Code 12.08. Note: this might include "yard trees" in the original portion of King City, which was developed in the 1960 through 1980.

Application Category	Application Type	Base Fee
Tree Removal Permit	Permit	\$50 per Tree
Street Tree Removal Permit	Permit	\$100 per Tree
Complex Tree Removal ²	Permit (maximum \$5,000)	\$200 per tree

In any case, the City manager may ask the applicant to consult with an [ISA certified arborist](#) about preserving the Tree and file the report with the permit application to the City.

For all street tree and complex tree removal permits, the applicant must consult with an [ISA certified arborist](#) about preserving the Tree and file the report with the permit application to the City.

Please note all Street trees require a tree removal permit. In accordance with King City CDC 16.128.040§B – The City Manager may require additional information from the Applicant to properly evaluate the application. If an independent review is deemed necessary the City may require a deposit from the Applicant sufficient to cover an independent evaluation by an ISA Certified Arborist of the City's choosing.

A Public Right-of-Way permit application is required for the repair of the sidewalk.

² Complex tree removals are defined as needing Planning commission and/or City Council approval prior to removal.

Discounts for Land Use Applications

Discount

Two or More Applications (no discount for most expensive application) b This discount applies to applications which relate to the same unit of land and which will be reviewed and decided concurrently.	25%
Senior Citizens Seniors must be at least 65 years of age and must be the property owner. Applicant may only receive one discount.	10%

Early Assistance

Pre-application meeting:

First meeting	\$325
Second meeting	No Fee
Third and subsequent meetings ¹	100/mtg.

Sign Permit Review and Inspections

Additional Planning Inspection Fee	50
Original Art Mural ²	100
Sign Permit Review (per sign area) 0-25 sq. ft.	65
Sign Permit Review (per Sign area) All square footage in excess of 25'	\$2.00/sq.ft.
Temporary Sign Permit	35

Permit Review and Inspections

Additional Planning Inspection Fee	50
Engineer Plan Review and Construction Observation Cost	See Engineering

Materials

Most materials are available online for free or contact Planning for additional information:
http://www.ci.king-city.or.us/departments/community_development/index.php

Community Development Code (free online)	\$ 51
Comprehensive Plan (free online)	51
GIS Maps (e.g., large Zoning Map)	See Engineering

¹ Applies to optional meetings attended by a maximum of two City staff. No written notes provided.

² The sign code (CDC 16.148) doesn't allow wall murals. They would simply be considered wall signs and subject to the maximum size requirements for commercial signs in 16.148.030 C.

10. POLICE

The City's Police Department collects fees for permits, licenses, and other miscellaneous services listed below:

Permits/Licenses

Alarm Permit—Original Residential	\$45
Alarm Permit— Original Business	45
Alarm Renewal – Every three years	10
False Alarms	See page 23
Liquor License (Original Application)	100
Liquor License (Name or Other Change)	75
Liquor License (Renewal Application)	35
Liquor License (Temporary License)	\$ 35

Police Reports

Video tape copy	\$ 35
Police report	15
Photo CD	15
Traffic Citation Discovery	\$ 10
(additional research charges may apply for unusual/complex requests)	

Police Services

False Alarm Response (first three)	No cost
False Alarm Response (each alarm after third)	\$ 160
Good Conduct Background Letter	\$25 5
Vehicle Impound Per Vehicle	\$100 100

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11. SYSTEMS DEVELOPMENT CHARGES & CONSTRUCTION EXCISE TAXES

Please note that fees associated with Water, Sanitary, and Stormwater are estimated based on the information provided by the respective organization and may be subject to additional fees and terms. Based on Oregon State Statute (ORS 223.304), the charges are broken down into three components; (1) reimbursement (to recover existing facility capacity available for growth), (2) improvement (to recover planned capacity improvements for growth), and (3) administration (to recover direct costs).

Stormwater System Development Charge

The stormwater unit is equal to 2640 square feet of impervious surface on the property.

	Reimbursement	Improvement	Administration	TOTAL
Single Family Detached	-	\$510	-	\$510
Apartments	-	\$510	-	\$510
Residential Condominium	-	\$510	-	\$510
Manufactured Housing	-	\$510	-	\$510
Hospital/Nursing Home/Daycare		\$510	-	\$510

Sanitary System Development Charge

This charge is set by the Cleanwater Services. Rates herein are updated as changes are adopted by their governing board.

	Reimbursement	Improvement	Administration	TOTAL
Single Family Detached	-	\$5,300	-	\$5,300
Apartments	-	\$5,300	-	\$5,300
Residential Condominium	-	\$5,300	-	\$5,300
Manufactured Housing	-	\$5,300	-	\$5,300
Hospital/Nursing Home/Daycare		\$5,300	-	\$5,300

Engineering Development Charge

Single-Family Detached	\$26.50 per Application
Apartments/Multi-Family Dwellings	\$26.50 per Application
Residential Condominium	\$26.50 per Application
Manufactured Housing	\$26.50 per Application
Non-Residential	\$26.50 Per Application

Planning Development Charge

Single-Family Detached	\$27.50 per Application
Apartments/Multi-Family Dwellings	\$27.50 per Application
Residential Condominium	\$27.50 per Application
Manufactured Housing	\$27.50 per Application
Non-Residential	\$27.50 Per Application

Reserve space for Transportation System Development Charge

Parks and Recreation System Development Charge

The following Parks SDCs are based on formulas contained in Resolution R-06-10. These figures will be adjusted annually per the Construction Cost Index (CCI).

Single-Family Detached	\$3,195 per ERU
Apartments/Multi-Family Dwellings	\$1,981 per ERU
Residential Condominium	\$1,981 per ERU
Manufactured Housing	\$2,876 per ERU
Commercial	\$1,936 per 1,000 S.F.
Retail/restaurant/Nigh Club	\$1,936 per 1,000 S.F.
Industrial/School/Assembly Hall/Motel &Hotel	\$1,613 per 1,000 S.F.
Hospital/Nursing home/day care	\$2,420 per 1,000 S.F.

School Construction Excise Tax

This charge is set by the Tigard – Tualatin School District. Rates herein are updated as changes are adopted by their governing board. Please note that this fee can change without notice. Contact TTSD for information.

Residential	\$ 1.35 per square foot
Non-Residential	\$ 0.67 per square foot
Non-Residential Maximum	\$33,700

Metro Construction Excise Tax

This charge is set by Metro. Rates herein are updated as changes are adopted by their governing board.

Metro Construction Excise Tax .0012=Tax)	.12%	of	Valuation	(Value*
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Permits for construction projects valued at \$100,000 or less will be exempted from this tax as well as permits for development of affordable housing units and permits issued to 501(c)(3) nonprofit organizations for other projects aimed at serving low-income populations. Permits for construction valued at more than \$10 million will be assessed a flat \$12,000 fee (0.12 percent of \$10 million).

Transportation Development Tax (TDT)

This charge is set by Washington County. Rates herein are updated as changes are adopted by their governing board.

Single-Family Detached	\$8,968 per Dwelling Unit
Apartments	\$5,867 per Dwelling Unit
Residential Condominium/Townhouse	\$5,364 per Dwelling Unit
Manufactured Housing (in Park)	\$4,487 per Dwelling Unit
Assisted Living	\$2,772 per Bed
Continuing Care Retirement	\$2,803 per Unit
Commercial/Services	See TDT Tax Rate Schedule
Motel &Hotel	\$2,545 per room

12. VIOLATIONS OF THE MUNICIPAL CODE

Violation of the King City Municipal Code may result in the following fees or penalties. Each day that a violation exists is a separate offense.

General

General penalty (applies to any Municipal Code violation where no other penalty is specified)	\$ 150 to 200
Third or subsequent violation (applies to any Municipal Code violation)	1,000
Nuisance violations	Maximum 720
Noise control violation	Maximum 500
Commercial Garbage Containers/Solid waste violation	50 per day
Smoking Restrictions (applies to any Municipal Code title 8 violation)	50

Animal Control Penalties per Title 6.04

First Violation Not less than	\$50
Not more than	100
All Subsequent Offenses Not less than	150
Not more than	500

Dog and Cats Penalties per Title 6.08

Violation	500
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Engineering Penalties

Flood hazard violation	up to 1,000
Right-of-way encroachment	up to 250

Tree Removal Penalties

Unpermitted tree cutting/removal	\$65 per tree up to \$2,000
Unpermitted tree cutting/removal in the ROW	\$1,000 Per Tree up to \$5,000

Police Penalties

No active alarm permit on file for a property (when dispatched)

First Offense	\$0
Second Offense	55
Third Offense	85
Four or more	150
Failure to Obtain Alarm Permit	50
Alarm Certificate of Reinstatement	25

Traffic violation penalty at least 50% of maximum under Oregon Statute

Planning Penalties

Violation of Sign Ordinance	\$100 Per day
Removal and Storage of Nuisance signs	\$50 per day

Business Registration Penalties

Violation of business registration requirements	\$100 Per Day
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