

MASTER FEES & CHARGES



FISCAL YEAR 2020 - 2021

EFFECTIVE OCTOBER 1ST, 2020



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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 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 the City Manager establishes a new fee, 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 October 1, 2020, with the adoption of Resolution #R-2020-18, adopted by City Council on September 16, 2020, which is incorporated in full by this reference.

General Methodology Used for Fee Increases

Unless otherwise noted the fee's through-out the Master Fee Schedule for Fiscal Year (FY) 2021-2022 have been increased from Consumer Price Index - All items in West urban, all urban consumers, not seasonally adjusted, Series Id: CUUR0400SA0, Area: WEST, Base Period: 1982-84=100 Years: 2017 Second half to – May 2020. Formula:

Current Rate for Photo Copy Color:		0.5
Current CPI Adjustment Value 2020 May:		273.062
Last CPI Adjustment Value Seconed Half 2017:		256.365
Multiplier		1.07
Rounded Multiplier		1.10
Increase:		0.05
New Amount for Photo Copy Color:		0.55

Building Program Methodology Used for Increases

Per OAR 918-020-0220 and ORS 455.210, the city notified the State Building Codes Division on July 27, 2020, that the City of King City was proposing to make modifications to the Building Inspection Program Fee Schedule effective October 1, 2020.

On September 16, 2020, the City Council held a public hearing. Members of the public were able to comment via phone, Zoom, or email.

King City has proposed to the State a 20% increase to all building and electrical permit-related fees, including structural, plumbing, electrical, mechanical, and related fees. The proposed fee changes were necessary to offset the inflationary increase in program costs, to maintain a fund balance reserve, and to maintain our current levels of permit, plan review, and inspection services. Additionally, to maintain program funding, permit-related fees were also proposed to automatically be adjusted biennia on July 01 by 2.5% for the next three biennia. *For example, July 1, 2022, July 1, 2024, and July 1, 2026.*

The City's Formula is broken into detail below.

The Building Program Fees are estimated to take effect on October 1, 2020

1. The base permit fees is increased by 20%.

The below items will be added as a line item called City Surcharge fee.

2. **Staff time:** For each Application is estimated to be twenty (20) minutes to process. The base fee as 42.00 dollars per Hour for Permit Tech time. Formula: $(42.00 * 0.33)$
3. Xpress Bill Pay E-payment, Equipment, services: We are using a third party called Xpress Bill Pay via Caselle; the fees are broken down accordingly. The costs are \$19.00 for Monthly service fee from Xpress + \$75.00 for Support, Maintenance, and Hosting by Xpress + the purchase of two CC Swiping terminals \$75.00 + \$75.00 plus one (1) hour IT time \$125.00 divided 50 applications than divided by eight Departments. Formula:
$$=(((19+75)*12+275)/50)/8$$
4. Equipment (computers): the fees are base on the following two computers at the price of \$1500 plus 2 hours of IT time $(125 * 2) = \$3250$. We divided 50 applications than divided by the eight Departments. Formula: $=(3250/8/50)$
5. Implementation of the Caselle: Is calculated by taking the per month hosted maintenance & support for four workstations \$,2690.00/month, multiplied by 12 months; then, we added the \$34,550 for the total implementation of Caselle. We divided that charge by ten years. We awe than divided that by 8eight departments, then divided by 50 applications. Formula: $=((2690*12+(34550/10))/8)/50$
6. We Rounded up to the nearest dollar for the city surcharge fee. For example, the above city surcharges equal \$55.94; we rounded to \$56.00 per permit.

Administration

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	Assistant/Paralegal	Admin Supervisors rates	Senior/Executive Staff Rates
City Manager	\$95.00	\$130.00	\$150.00
Community Development	\$95.00	\$130.00	\$150.00
GIS	\$95.00	\$130.00	\$150.00
City Records	\$95.00	\$130.00	\$150.00
Court	\$95.00	\$130.00	\$150.00
Public Works	\$95.00	\$130.00	\$150.00
Parks & Rec	\$95.00	\$130.00	\$150.00
Engineering	See Engineering Rates on page 25		See Engineering Rates on page 25
Planner	\$95.00	\$130.00	\$150.00
Legal ⁱ	\$186	\$421	540
Operations	\$95.00	\$130.00	\$150.00
Code Compliance	\$95.00	\$130.00	\$150.00
Police	\$95.00	\$130.00	\$150.00

Public Recordsⁱⁱ

Item	Charge		
Black & white single or double-sided Photocopy	1.76	Per page	
Color single or double-sided Photocopy	\$1.76	Per page	
Municipal code Book	\$132	Per book	Available online
Community Development Code (Chapter 16)	\$71.50	Per copy	Available online
Comprehensive Plan	\$60.50	Per copy	Available online
Concept Plans	\$60.50	Per copy	Available online
Annual Budget/Audit Reports	\$27.50	Per report	Available online
Business License Listing	\$25.00	Per report	Available online
Postage	Actual Cost	Per item	
Other City-created documents	See billable hours, plus materials		
File transfer Protocol (FTP) or SharePoint	\$5.00	Per 10 pages	
Zoning Letters	\$52.00	Per Hour, minimum one Hour	Zoning Map is online
Zoning Maps	See Billable Hourly Rates above	See Billable Hourly Rates above	Available online
Lien Searches	30.00	Per Search	
Police/Admin Policy Manual	\$38.30	Per Binder	Some online
Records Research	\$20	Per 15 min/per request (minimum \$20.00)	

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. Delinquent Registration will be charged a 10% of the original business tax plus interest at 9% per annum from the due date until full payment is received.

Business Registrations are considered delinquent thirty (30) day after July 01 every year.

Item	Fee
Standard first-year base fee (original business tax)	\$167
Renewal after the first year	\$105
3 months of any year	\$75
Temporary business (up to 30 days)	\$60
Appel City Council (denial, suspension or revocation of license)	\$650
Appel to City Manager (denial, suspension or revocation of license)	\$250

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: <https://www.oregonmetro.gov/tools-working/regional-contractors-business-license>

Notary Public Administration Fees

Notary Public Fee Schedule According to OAR 160-100-410

Item	Fee
For taking an acknowledgment	\$10
For taking a verification upon an oath or affirmation.	\$10
Municipal code Book	\$10
For certifying a copy of a document.	\$10
For witnessing or attesting a signature.	\$10
For administering an oath or affirmation without a signature.	\$10

General Record Retention and Archiving Fees

This fee applies to all documents received by customers, residents, and contractors.

Item	Fee
To archive all records per State mandate. Up to 5 pages	\$35.00
Additional Charges per page of the submitted document.	
8 1/2" x 11" or 8 1/2" x 14"	\$1.76 per page
8 1/2" x 17"	\$ 2.00 per page
18" x 24" (outsourced)	\$ 45.00 per page
24" x 36" (outsourced)	\$ 55.00per page
36" x 42" (outsourced)	\$ 100.00 per page
Other (larger than 36" x 42")	\$ 150.00 per page

KING CITY BUSINESS INFORMATION

A Community for All Ages

4,190 POPULATION

The Population Research Center from Portland State University Certified Population Estimate as of July 1, 2019



MEDIAN HOUSEHOLD INCOME \$53,750

In 2018, the median household income of King City residents was \$53,750. King City households made slightly more than Salem households (\$53,619) and Wamic households (\$53,636).

TOTAL BUSINESSES 120



PERMANENT TAX RATE

\$1.53 per \$1,000/Assessed Value



Animal License

Washington County Animal Services charges the following fees: Please note the City of King City does not charge or license animals at this time.

Please go to <https://www.co.washington.or.us/HHS/AnimalServices/Licensing/index.cfm> to find more information on the county's licensing.

Item	Fee		
Sterilized (spayed/neutered)	\$27.00	\$43.00	\$60.00
Fertile (intact)	\$45.00	\$83.00	\$118.00
Senior Citizen*	\$20.00	\$33.00	\$48.00

*Owner must be at least 65 years of age and dog must be sterilized (spayed/neutered).

Other Animal License Fees

Item	Fee
Replacement Metal Tag (see details below)	\$5.00
Other County Valid License Transfer (valid licenses from other Oregon counties can be transferred for \$5 without paying the license fee)	\$5.00
Late fee (any license that is 30 days overdue must pay a late fee)	\$12.00

Miscellaneous Administration Fees

Notary Public Fee Schedule According to OAR 160-100-410

Item	Fee
Administration Fee of 20% for insurance claims related to damage to City property.	20%
NSF check charges	\$35.00
Fax	Local \$2.00 Long Distance \$5.00

Passport Fees

Passport fees are set by the U.S. Department of State.

Payable to "U.S. Department of State"	Fee
To be attached to "adult" applications (16 years or older)	\$110.00
To be attached to "minor" applications (under 16 years old)	\$80.00
To EXPEDITE any passport application ... add	\$60.00
For "minor" Passport Card only (under 16 years old)	\$15.00
For "adult" Passport Card only (16 years or older)	\$30.00
Passport Fees made payable to "City of King City"	
For regular passport applications	\$35.00
For Passport Card applications	\$35.00
Passport Photo Fee	No photo services available at this time.

Franchise Fees

Franchise agreements approved by the city council set franchise fees.

Electricity and Natural Gas

Portland General Electric

Franchise fee: 3.5% of defined gross revenue
Expires January 6, 2022 (Ordinance O-2011-01)

Northwest Natural

Franchise fee: 5% of gross revenue collected
Expires July 5, 2026 (Ordinance O-06-04)

Garbage/Solid Waste

Pride Disposal

Franchise fee: 3% of gross receipts
Expires None (Ordinance O-2018-06)
Municipal Code Chapter 8.16 SOLID WASTE DISPOSAL

Cable

Comcast (MACC)

Franchise fee: 5% of gross revenue
Expires June 30, 2025 (Ordinance O-2015-03)

Northwest Fiber (MACC)

Franchise fee: 5% of gross revenue
Expires May 24, 2022 (Ordinance 07-02)
Transferred from Frontier

Telecommunications Services

Astound Broadband


Franchise Fee: 5% of gross revenue
Expires October 1, 2024 (Ordinance O-2014-05)

Fatbeam, LLC

Franchise Fee: 3.5% of gross revenue
Expires November 1, 2019 (Resolution R-2019-15)

Discovery Fees

The following fees shall be charged for the services of the City Attorney's Office in addition to the fees below, the City will also charge for Records Research stated in section one (1) page two (2) , and attorneys billable hours as stated in Section one (1) page two (2.)

Item	Fee
Attorneys time	See Billable Hourly Rates on page 6
 Copies up to 5 pages	\$35.00
Each additional page	\$1.76
Audio and video copies	\$20 first tape/DVD/CD
	\$16 each additional copy of tape/DVD/CD
Copies of Photographs	\$1.00 per print
Copies of Photographs on DVD/CD	\$20.00
Flash Drives	\$7.00 8GB
	\$13.00 16 GB
	\$20.00 32 GB

Municipal Court

King City Municipal Court collects fines for traffic citations, parking violations, and miscellaneous programs approved by the Judge and City Council. Traffic fine amounts are set by state legislature based on the offense classification. The following fees shall be charged for the Municipal Court activities of the City:

General Fees

Item	Fee
Payment Plan Installment Fee (no more than a year)	\$30.00
Late Fee	1.5% added to the agreed amount
Failure to Appear	\$75.00
DMV Reinstatement City fee	\$15.00
Returned Check Fee	\$30.00
Vacate Fee (this fee is a charge when someone requests the Judge to review a file, change the status, and/or vacate a charge from the DMV record.)	\$20.00
Fix-it-ticket Administrative Fee	\$35.00
Traffic School	50% to the relevant fine provided for the violation in the Violations Bureau Fine Schedule
Certified Copies of Court Documents	See below

Request for Certified Copies of Court Documents

This fee applies to all documents requested by customers, residents, and contractors.

Item	Fee
Certified Court Documents. Up to 5 pages.	\$35.00
Additional Charges per page of the requested document.	
8 ½" x 11" or 8 ½" x 14"	\$1.76 per page
8 ½" x 17"	\$ 2.00 per page
18" x 24" (outsourced)	\$ 45.00 per page
24" x 36" (outsourced)	\$ 55.00per page
36" x 42" (outsourced)	\$ 100.00 per page
Other (larger than 36" x 42")	\$ 150.00 per page

Traffic Fines

This fee applies to the presumptive fines for the charged offense. Please note the issuing officer may fine the maximum fine. For failure to appear to court, the Judge may adjust the fine to the maximum fine defined by the State of Oregon.

The City surcharge is used for police training.

Penalties	Presumptive Fine ORS 153.019	Police Surcharge	Presumptive Fine ORS 153.019 w/surcharge	Special Zone Fine ORS 153.020
Class A	\$440.00	\$20.00	\$460.00	\$875.00
Class B	\$265.00	\$20.00	\$285.00	\$525.00
Class C	\$165.00	\$20.00	\$185.00	\$325.00
Class D	\$115.00	\$20.00	\$135.00	\$225.00

Per ORS 153.650 Disposition of fines for traffic offenses The above traffic fines are broken up as followed:

State of Oregon	\$50.00
Washington County	\$16.00
City of King City	Remaining amount

Parking Fines

In accordance with Chapter 10.08 and other State of Oregon ORS, the fines below will be the minimum for the Police department. Please note the Police Department may charge the maximum that the State allows per ORS.

Item	Fee
Abandoned Vehicle	\$80.00
Angle Parking	\$40.00
Bicycle Lane	\$80.00
Blocking Driveway	\$65.00
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
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 (ROW)	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 ¹
Reserved/Restricted Area	30
School Zone	65
Wrong Side of Street	30
Where Prohibited	50
Parking not listed	30

¹ Per O-2015-4 the fine for violation is set to \$50.00 per day.

Building Division

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

To maintain program funding, permit-related fees will be automatically adjusted biennially on July 01 by 2.5% for the next three biennial periods. *For example; For example, July 1, 2022, July 1, 2024, and July 1, 2026.*

Research and Consultation Fees

Item	Fee
Records Research	\$ 85 per hr per request, minimum one Hour
Fee Estimates - new commercial projects	\$ 85 per hr per request, minimum one Hour
Consultation for code review, hypothetical projects	\$ 150 per Hour, minimum one Hour

Refund Policy:

1. Permit Refunds
 - a. Where a permit has been issued and no inspections have been completed, 80% of the permit fee will be refunded.
 - b. There are no refunds when a permit has been issued and inspections performed.
2. Plan Review Refund
 - a. Where a plan review has not begun, 80% of the plan review fee will be refunded.
 - b. There are no refunds when plan review efforts have been expended for a permit.

Structural Permits

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

Total Valuation	Fee	Plus, each additional \$1,000 or fraction thereof
\$1.00 to \$2,000	\$77.50	
\$2,001 to \$25,000	\$77.50	for the first \$2,000 in value plus \$11.52 for each additional \$1,000 or fraction thereof
\$25,001 - \$50,000	\$342.46	for the first \$25,000 in value plus \$9.00 for each additional \$1,000 or fraction thereof
\$50,001 - \$100,000	\$567.46	for the first \$50,000 in value plus \$6.56 for each additional \$1,000 or fraction thereof
\$100,001- \$250,000	\$895.46	for the first \$100,000 in value plus \$4.68 for each additional \$1,000 or fraction thereof
\$250,001- \$600,000	\$1,597.46	for the first \$250,000 in value plus \$4.62 for each additional \$1,000 or fraction thereof
\$600,001- \$1,200,000	\$3,214.46	for the first \$600,000 in value plus \$4.21 for each additional \$1,000 or fraction thereof
\$1,200,001- \$2,000,000	\$5,740.46	for the first \$1,200,000 in value plus \$3.28 for each additional \$1,000 or fraction thereof
\$2,000,001 and up	\$8,364.46	for the first \$2,000,000 in value plus \$3.26 for each additional \$1,000 or fraction thereof.
State Surcharge	12%	of the building permit fee
City Surcharge	\$56.00	Per permit
Building Plan Review	65%	of the building permit fee
Fire and Life Safety Plan Review	40%	of the building permit fee

Solar Installation Permits

Type	Fee	
Prescriptive system	\$180	
Non-Prescriptive system	\$77.50 Min	shall have permit fees and plan review calculated in accordance with the above fee schedule

Phased Projects

Type	Fee	
Permit	\$240	plus 10% of the total project building permit fee not to exceed \$1,500 for each phase.

Deferred Submittals

Type	Fee	
Permit	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 \$240.00. 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.

Total Square Foot	Fee
0 sq. ft. to 2,000 sq. ft.	\$138.00
2,001 sq. ft. to 3,600 sq. ft.	\$192.00
3,600 sq. ft. to 7,200 sq. ft.	\$264.00
7,201 sq. ft. and greater	\$370.80

Other Inspections and Fees

Item	Fee
Re-inspection Fee	\$85.00 per inspection
Each additional inspection over the allowable	\$85.00 per inspection
Inspections for which no fee is specifically indicated	\$85.00 per inspection
Investigation fee	\$85 per Hour
Additional plan review	\$85 per hour
Inspections outside normal business hours	\$127.50 per Hour (minimum charge of 2 hours)

Manufactured Dwelling Permit Fees

Item	Fee
Manufactured Home Placement Permit (includes plan review)	\$309.36 per permit
State Manufactured Home Fee	\$30 per permit
State Surcharge	12%





BUILDING A COMMUNITY FOR ALL

Go to <http://www.ci.king-city.or.us/> to learn more

Mechanical Permit Fee Schedule (Commercial)

Total Valuation	Fee	
\$1.00 - \$5,000	\$87.00	
\$5,001 to \$10,000	\$87.00	\$87.00 for first \$5,000 and \$1.58 for each additional \$100 or fraction thereof, to and including \$10,000
\$10,001 to \$25,000	\$166.00	\$166.00 for first \$10,000 and \$1.60 for each additional \$100 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$406.00	\$406.00 for first \$25,000 and \$1.51 for each additional \$100 or fraction thereof, to and including \$50,000
\$50,001 and up	\$783.50	\$783.50 for first \$50,000 and \$1.25 for each additional \$100 or fraction thereof

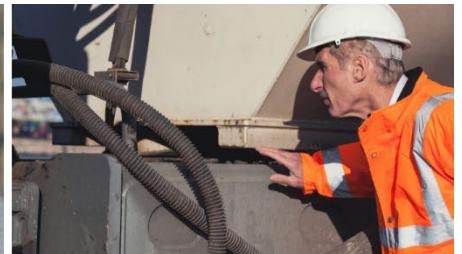
Mechanical Permit Fee Schedule (Residential)

Total Valuation	Fee
Heating/Cooling	
Furnace up to 100,000 BTU (including ducts and vents)	\$16.80
Furnace 100,000 BTU and over (including ducts and vents)	\$20.88
Floor furnace (including vent)	\$16.80
Air conditioner	\$16.80
Heat pump	\$16.80
Mini-split system	\$16.80
Ductwork	\$16.80
Hydronic hot water system	\$16.80
Residential boiler (radiator or hydronic)	\$16.80
Unit heaters (fuel-type, not electric), in-wall, in-duct, suspended	\$16.80
Suspended heater, wall heater, or floor mounted heater	\$16.80
Flue / vent for any of above	\$12.00
Repair units	\$14.58
Vent not included in appliance permit	\$8.16
Other heating / cooling	\$16.80
Other Fuel Appliances	
Water heater	\$12.00
Gas fireplace	\$12.00
Flue vent for water heater or gas fireplace	\$12.00
Log lighter (gas)	\$12.00
Wood / pellet stove	\$12.00
Wood fireplace / insert	\$12.00
Chimney / liner / flue / vent	\$12.00
Other fuel appliances	\$12.00
Environmental Exhaust & Ventilation	
Range hood / other kitchen equipment	\$12.00
Clothes dryer exhaust	\$12.00
Single-duct exhaust (bathrooms, toilet compartments, utility rooms)	\$8.16
Attic / crawlspace fans	\$12.00
Other environmental exhaust & ventilation	\$12.00
Fuel Piping	
For first four (4)	\$6.48
Each additional over four (4)	\$1.20
Boiler / Compressor / Absorption System	
<3HP: absorb unit to 100K BTU	\$16.80

3-15 HP: absorb unit 100K to 500K BTU	\$30.72
15-30 HP: absorb unit .5-1 mil BTU	\$42.00
30-50 HP: absorb unit 1-1.75 mil BTU	\$62.64
>50 HP: absorb unit >1.75 mil BTU	\$104.64
Other	
Air handling unit to 10,000 CFM	\$12.00
Air handling unit 10,000 CFM+	\$20.64
Non-portable evaporate cooler	\$12.00
Vent fan connected to a single duct	\$8.16
Ventilation system not included in appliance permit	\$12.00
Hood served by mechanical exhaust	\$12.00
Domestic incinerators	\$20.88
Commercial or industrial type incinerator	\$83.94
Other units, including wood stoves	\$12.00
Minimum Permit Fee	\$87.00 per permit
City Surcharge Fee	\$56.00 per permit
Mechanical Plan Review Fee	25% of the mechanical permit fee

Other Inspections and Fees

Item	Fee
Re-inspection Fee	\$85.00 per inspection
Each additional inspection over the allowable	\$85.00 per inspection
Inspections for which no fee is specifically indicated	\$85.00 per inspection
Investigation fee	\$85 per Hour
Additional plan review	\$85 per hour
Inspections outside normal business hours	\$127.50 per Hour (minimum charge of 2 hours)



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Plumbing Permit Fee Schedule

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	
\$1.00 to \$5,000	\$87.00	
\$5,001 to \$10,000	\$87.00	\$87.00 for first \$5,000 and \$1.58 for each additional \$100 or fraction thereof, to and including \$10,000
\$10,001 to \$25,000	\$166.00	\$166.00 for first \$10,000 and \$1.60 for each additional \$100 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$406.00	\$406.00 for first \$25,000 and \$1.51 for each additional \$100 or fraction thereof, to and including \$50,000
\$50,001 and up	\$783.50	\$783.50 for first \$50,000 and \$1.25 for each additional \$100 or fraction thereof

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

Item	Fee
SFR (1) bath	\$299.04
SFR (2) bath	\$420.00
SFR (3) bath	\$478.80
Each additional bath/kitchen	\$54.00
Rain drain, single-family Dwelling	\$78.30

Site Utilities

Item	Fee
Catch basin or area drain	\$19.92
Drywell, leach line, or trench drain	\$19.92
Manufactured home utilities	\$132.00
Manholes	\$19.92
Rain drain connector	\$19.92
Footing drain – 1st 100'	\$66.00
Footing drain – each additional 100'	\$55.68
Sewer – 1st 100'	\$66.00
Sewer – each additional 100'	\$55.68
Water service – 1st 100'	\$66.00
Water service – each additional 100'	\$55.68
Storm & rain drain – 1st 100'	\$66.00
Storm & rain drain – each additional 100'	\$55.68
Interior mainline (sewer or water piping) – 1st 100'	\$66.00
Interior mainline (sewer or water piping) – each add'l 100'	\$55.68
Fixture or item	
Absorption valve	\$19.92
Commercial backflow prevention device	\$55.68
Residential backflow prevention device	\$33.06
Backwater valve	\$19.92
Clothes washer	\$19.92
Dishwasher	\$19.92
Drinking fountain	\$19.92
Ejectors/sump	\$19.92
Expansion tank	\$19.92
Fixture/sewer cap	\$19.92
Floor drain / floor sink / hub	\$19.92
Garbage disposal	\$19.92
Hose bib	\$19.92

Ice maker	\$19.92
Interceptor / grease trap	\$19.92
Primer	\$19.92
Roof drain (commercial)	\$19.92
Sink / basin / lavatory	\$19.92
Tub / shower / shower pan	\$19.92
Urinal	\$19.92
Water closet	\$19.92
Water heater	\$19.92
Minimum Permit Fee	\$87.00
State Surcharge	12% of the plumbing permit fee
City Surcharge Fee	\$56.00 per permit
Plumbing Plan Review Fee	25% of the plumbing permit fee when applicable

Residential Fire Suppression Permits

(multipurpose or continuous loop system)

Total Square Foot	Fee
0 sq. ft. to 2,000 sq. ft.	\$138.00
2,001 sq. ft. to 3,600 sq. ft.	\$192.00
3,600 sq. ft. to 7,200 sq. ft.	\$264.00
7,201 sq. ft. and greater	\$370.80

Other Inspections and Fees

Item	Fee
Re-inspection Fee	\$85.00 per inspection
Each additional inspection over the allowable	\$85.00 per inspection
Inspections for which no fee is specifically indicated	\$85.00 per inspection
Investigation fee	\$85 per Hour
Additional plan review	\$85 per hour
Inspections outside normal business hours	\$127.50 per Hour (minimum charge of 2 hours)

Electrical Permit Fees

	Fee
New 1-2 family dwellings (includes attached garage)	
1,000 square feet or less	\$174.18
Each additional 500 square feet or portion	\$40.08
Limited energy, residential	\$90.00
Limited energy, non-residential	\$90.00
Each manufactured or modular Dwelling, service and/or feeder	\$109.08
Services or feeders installation, alteration, and/or relocation	Fee
200 amps or less	\$96.36
201 amps to 400 amps	\$128.22
401 amps to 600 amps	\$192.72
601 amps to 1,000 amps	\$288.75
Over 1,000 amps or volts	\$545.58
Reconnect only	\$80.22

Temporary services or feeders installation, alteration, and/or relocation	Fee
200 amps or less	\$80.22
201 amps to 400 amps	\$120.36
401 amps to 600 amps	\$160.50

Branch circuits – new, alteration, or extension, per panel		Fee
Fee for branch circuits with service or feeder fee, each branch circuit		\$7.98
Fee for branch circuits without service or feeder fee, each branch circuit		\$56.22
Each additional branch circuit		\$ 7.98
Miscellaneous (service or feeder not included)		Fee
Pump or irrigation circle		\$64.08
Sign or outline lighting		\$64.08
Signal circuit(s) or limited-energy panel, alteration, or extension		\$90.00
Renewable Energy		5KVA - \$96.36 5.01-15KVA - \$128.22 15.01-25KVA - \$192.72 Wind generation 25-50KVA - \$288.72 Wind generation 50-100KVA - \$545.58 Solar generation excess of 25KVA, charge an additional \$9.60 /KVA, no increase beyond the calculation for 100KVA.
Minimum Permit Fee		\$87.00
State Surcharge		12% of the electrical permit fee
City Surcharge Fee		\$56.00 per permit
Electrical Plan Review Fee	25% of the electrical permit fee when applicable (OAR 918-780-0040)	

Other Inspections and Fees

Item	Fee
Re-inspection Fee	\$85.00 per inspection
Each additional inspection over the allowable	\$85.00 per inspection
Inspections for which no fee is specifically indicated	\$85.00 per inspection
Investigation fee	\$85 per Hour
Additional plan review	\$85 per hour
Inspections outside normal business hours	\$127.50 per Hour (minimum charge of 2 hours)

Parks & Recreation

Parks & Recreation Fee

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. See below for insurance requirements.

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. See below for insurance requirements.



Item	Fee
Tennis Court	\$10.00
basketball Court	\$10.00
Baseball / Softball Fields*	\$55.00
Soccer East Field*	\$55.00
Soccer West Field*	\$55.00
Soccer Full Field (east and West) *	\$65.00
Gazebo*	\$35.00

* 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)

Refund Policy: No refund will be issued by the City.

Admission/Event Fees:

Organizations which charge admission or event fees at any City athletic field must notify the Parks and Recreation Department ten days before the scheduled event and will be charged 15% of the gross income received. The group will be required to provide Parks and Recreation with financial records of their event within five working days after the completion of the event. See below for insurance requirements.

Room Rental Fee:

All rooms rentals are charged a per hour rate. Exceptions to the rental policy may be made at the staff's discretion, depending upon extenuating circumstances.

Room	Fee
Council Chambers	\$35.00 Hourly Usage Fee
Non-Refundable Cleaning Fee	\$25.00
Non-Refundable Cleaning Fee (with food)	\$50.00
Refundable Deposit	\$100.00
Microphone	\$10.00 per use
TV	\$10.00 per use

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

Insurance Requirements:

For Room, Gazebo, Services contracts, and admission/events Applicant agrees to provide comprehensive general liability insurance a minimum of one (1) week prior to services, naming The City of King City as an additional insured in the following amount: \$2 million single occurrence / \$3 million general aggregate. Services shall not be granted until the required certificate has been received and approved by the City.

Commercial Filming and Photography

Filming and Photography

Permits are required for all film, video, and photography productions in the public right-way and city-owned property. See below for insurance requirements.

All one-day permits are considered 24 hours long.

Film/Video rate for ROW	Fee
Permit Processing Fee (Street Closure)	\$1,000 plus billable hour rate for police.
Permit Processing Fee (No Street Closure)	\$650.00
Film/Video rate for KC Park	Fee
Park One Day Permit (Park Closure)	\$1,000 plus billable hour rate for police.
Park One Day Permit (No Park Closure)	\$250.00
Still Photography rate per Venue	Fee
Park One Day Permit	\$35.00
Annual Photo Park Permit	\$175.00

Filming and Photography companies will need to provide comprehensive general liability insurance a minimum of one (1) week prior to services, naming The City of King City as an additional insured in the following amount: \$2 million single occurrence / \$3 million general aggregate. Services shall not be granted until the required certificate has been received and approved by the City.

Police Department

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

Alarm Permit

Per the [KCMC 5.16.030, Alarm user permits are required](#). The King City Police Department issues and maintains permits for alarm systems for residential and commercial properties that are located within the city's boundary. This includes all robbery or burglary alarm systems, both monitored and unmonitored. The annual permit fee for operating an alarm system will be as followed.

Item	Fee
Commercial Permit	\$20.00 per year
Residential Permit	\$10.00 per year
Updating information	\$5.00 per update

Alarm Code Violations Fines

Per the [KCMC 5.16.140 Violation – Penalty](#). The King City Police Department will assess a fine. Fines for excessive false alarms in a permit year shall be as followed.

Violation	Fee
Second false alarm in a year	\$100.00
Third false alarm in a year	\$125.00
Fourth false alarm in a year	\$175.00
Fifth false alarm in a year	\$275.00
Sixth and any additional false alarms	\$425.00
Renewal Late Fee	\$5.00

Request for Police Reports

This fee applies to all documents requested by requesting parties.

Item	Fee
Police Report. Up to 5 pages.	\$35.00 (except for victims named in reports)
Additional Charges per page of the requested document.	
8 ½" x 11" or 8 ½" x 14"	\$1.76 per page
8 ½" x 17"	\$ 2.00 per page
18" x 24" (outsourced)	\$ 45.00 per page
24" x 36" (outsourced)	\$ 55.00per page
36" x 42" (outsourced)	\$ 100.00 per page
Other (larger than 36" x 42")	\$ 150.00 per page

Miscellaneous Police Fee

Item	Fee
Records research	\$20.00 per 15 minutes (\$20 minimum)
Police/Admin Policy Manual	38.30 per binder
File Transfer Protocol (FTP) or SharePoint	\$5.00 (per 10 pages)
Video (tape,CD,FTP,DVD,SharePoint)	\$35.00
Photographs (hard copies, FTP, CD, SharePoint)	\$15.00
Traffic Citation Discovery	\$10.00
Storage Fee (Equipment, bikes, personal items)	\$35.00 (per day)
Vehicle Impound	\$100.00 (per vehicle)
Good Conduct Background Letters	\$35.00
Flash Drives	\$7.00 8GB
	\$13.00 16 GB
	\$20.00 32 GB

Liquor License

Item	Fee
Liquor License (Original Application)	\$100.00
Liquor License (Name or Other Change)	\$75.00
Liquor License (Renewal Application)	\$35.00
Liquor License (Temporary License)	\$35.00

See Section Three for Traffic Fines on page 11.

Public Works Support Services

Any work performed during overtime hours shall be billed as the calculated hourly rate multiplied by 125 percent. The following fees shall be charged for the Public Works Support maintenance activities of the City:

General Fees:

Item	Fee
Public facilities damage (street signs, fences, etc.)	Billed at cost plus 20% for overhead plus lost revenue
Sign installation for new subdivisions	Billed at cost plus 20% for overhead
Citizen-requested items (street tree relocation, etc.)	Billed at cost plus 20% for overhead
Not specified in this section	See billable hours

Sign Request:

Public Notice is required to be sent out to residents that are within 250 feet of the affected area.

For Deposits that are required:

If the cost to review, inspect, and account for the improvements or requests exceeds the Deposit, then the Applicant shall pay the difference. All deposits received by the City Recorder under this provision shall be deposited in the appropriate Fund for appropriation to the proper expenditure (consultant, staff time, or reimbursement).

Item	Fee and Deposits
Citizen Requested Sign Removal	\$150.00 Deposit
Citizen Requested Sign Placement	\$200.00 Deposit
Traffic Studies	See Engineering Division on page 25

Engineering Division

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

Labor will be invoiced by Murrysmith staff classification plus 20% City admin cost at the following hourly rates, which are valid from January 1, 2020, to December 31, 2020. After this period, the rates are subject to adjustment.

Murrysmith Classification and Hourly Rate

Classification	Hourly Rate
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

Plan Review and Construction Observation Cost²

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 Engineering Services Pursuant to ORS 92.097

Plan Review and Construction Observation Cost (cont.)

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 complies 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. The appropriate cost estimate and fee must accompany all engineering plans before the 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.

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

Moratorium Surcharge³

Using [KCMC 12.08.095](#), the 5-Year Moratorium Surcharge for early excavation is as followed.

Years	Fee
One (1)	Not Allowed
Two (2)	\$250.00 per square foot
Three (3)	\$200.00 per square foot
Four (4)	\$150.00 Per Square foot
Five (5)	\$100.00 per square foot

Right-of-Way Permit Fees

Minor Utility Facilities, Installed or Constructed by Public⁴ or Private Entities.

Performance Bonds: A public improvements performance bond is to be provided to the City prior to construction in an amount equal to 125 percent of the final accepted engineer's estimate. 2) A maintenance bond in the amount of 20 percent of the final accepted engineer's estimate is required prior to final City acceptance of constructed public improvements. The maintenance bond shall remain in effect for a period of not less than one year after all public improvements are accepted by the City.

Item	Improved Surfaces Fee	Unimproved surfaces Fee
Construction Permit	\$350.00	\$300.00
Sidewalk Permit	\$350.00	\$300.00
Street Opening Permit	\$350.00	\$300.00
Any other right of way use permit ⁵	\$135.00	N/A

Encroachment Permit Fees

Item	Fee
Type 1 – Major Encroachment Permit ⁶	\$1,500
Type 2 – Minor Encroachment Permit ⁷	\$600.00
Encroachment appeal	\$600.00

³ (Ord. No. O-2019-02, § 1, 10-16-2019)

⁴ Quasi-public agencies other than the City and Franchise Utilities.

⁵ Large truck where prohibited or anything that isn't defined in the Right-of-Way permit section.

⁶ Such as driveway decking, reinforced concrete structures, boathouses, decks and hatches, manholes, or other structures that are not typically found in rights-of-way or public easements.

⁷ Easily removable structures, such as fences, driveway, entrances, monument walls, or timbers, less than 3' tall, or other non-loadbearing structures.

Grading/Earthwork Permit Fees

Is broken down in the following manner.

Item	Fee
Minor (0 to 100cy)	\$150.00
Major (100 + cy)	\$250.00

General Engineering Fees

For Deposits that are required:

If the cost to review, inspect, and account for the improvements or request exceeds the Deposit, then the Applicant shall pay the difference. All deposits received by the City Recorder under this provision shall be deposited in the appropriate Fund for appropriation to the proper expenditure (consultant, staff time, or reimbursement).

Item	Fee
Street Vacation	\$2,500.00 Deposit
Street Name Change	\$500 Deposit
Franchise Application	\$2,000.00
Parking Permit Review Study	\$500.00 Deposit
Transportation Review Study ⁸	\$2,500.00 Deposit
Flood Plain Review	\$500.00 Deposit

Erosion Control Permit Fees

Areas 1 acre and greater will require a 1200-C permit per the Oregon Department of Environmental Quality (ODEQ).

Dwelling Type	Size	Fee
Single Family Residential	0 sf – 750 sf	\$175.00
	750 sf – 1 acre	\$300.00
	Greater than 1 acre	\$670.00
Multi-Family and Commercial	N/A	\$ 300 plus labor and material for time spent administering the permit in excess of 8 hours.
Single Family Residential landscaping erosion control Permit, plan review and inspection	N/A	\$75.00

Record Retention and Archiving Fees for Engineering

This fee applies to all documents received by customers, residents, and contractors.

Item	Fee
To archive all records per State mandate. Up to 10 pages	\$20.00
Additional Charges per page of the submitted document.	
8 ½" x 11" or 8 ½" x 14"	\$0.28 per page
8 ½" x 17"	\$ 0.50 per page
18" x 24"	\$ 2.00 per page
24" x 36"	\$ 3.00 per page
36" x 42"	\$ 4.00 per page
Other (larger than 36" x 42")	\$ 5.00 per page



Research and Consultation Fees for Engineering

Item	Fee
Records Research	\$ 150 per hr per request, minimum one Hour
Fee Estimates - new commercial projects	\$ 150 per hr per request, minimum one Hour
Consultation for code review, hypothetical projects	\$ 150 per Hour, minimum one Hour

⁸ This would include street widening, and traffic studies that are not defined in this section.

Other Inspections and Fees for Engineering

Item	Fee
Re-inspection Fee	\$85.00 per inspection
Each additional inspection over the allowable	\$85.00 per inspection
Inspections for which no fee is specifically indicated	\$85.00 per inspection
Investigation fee (with permit)	\$85 per Hour
Additional plan review	85/hour
Inspections outside normal business hours	\$127.50 per Hour (minimum charge of 2 hours)

Investigation fees, Work without a permit:

Investigation - Whenever any work for which an erosion control permit is required has commenced without first obtaining said permit, a special investigation shall be made before a permit may be issued for the work.

Fee - An investigation fee equal in amount and in addition to the permit fee shall be collected whether or not a permit is issued.

Erosion control enforcement fees:

For violations of KCMC Chapter 16 and in addition to penalties prescribed under the municipal code enforcement fees may also be assessed on a time and materials basis plus overhead billed at 2.4 times direct costs.

Street Parking Permits (annually)

Per Ordinance number O-2015-04 chapter 10.08 of KCMC the city can establish a residential parking zone and permit procedures.

Place/Item	Fee
SW Queen Anne Avenue:	No Fee per Resolution R-2015-10
SW Royalty Parkway:	No Fee per Resolution R-2015-10
SW King Charles Avenue:	No Fee per Resolution R-2015-10
SW King Charles Avenue:	No Fee per Resolution R-2015-10
SW 124th Avenue:	No Fee per Resolution R-2015-10
SW King Richard Drive:	No Fee per Resolution R-2015-10
SW Queen Mary Avenue:	No Fee per Resolution R-2015-10
Other Street Parking Permits	\$66.00
Parking Violations	\$50.00 per day (also see Municipal Court on page 11)

POD Permits

POD permits are good for up to two (2) weeks. If the pod is needed long, it will fall into a Temporary Use Permit, see Planning Division on page 29 for more information (public notification is required for Temporary Use permits.)

Authority	Fee
POD Permit	\$56.00

Appeal for Engineering

The appeal of staff decision or hearing body to the next higher authority

Authority	Fee
City Manager	\$150.00
Planning Commission	\$600.00
City Council	\$900.00

Planning Division

Development Actions

Per [KCMC Chapter 16.44](#) the fees will be the following.

Definitions:

Fee: a sum paid or charged for a city service

Deposit: an act of placing an amount of money with the city to use for development expenditure.

For Deposits that are required:

If the cost to review, inspect, and account for the improvements or requests exceeds the Deposit, then the Applicant shall pay the difference. All deposits received by the City Recorder under this provision shall be deposited in the appropriate Fund for appropriation to the proper expenditure (consultant, staff time, or reimbursement).

Most land use application types are usually not standalone applications. For example, a Conditional Use usually includes site plan review and Goal 5 Safe Harbor. If this is the case, the city will ask for the highest deposit amount.

Pre-application conference (KCMC Chapter 16.44.022)	Fee
First Meeting (conference)	\$450.00
Second Meeting (follow up Meeting with Staff to discuss issues addressed at the pre-application conference)	No Fee for second Meeting
Third Meeting and subsequent meetings	\$370.00

Other Consultation	Fee
A private meeting to discuss a project outside the context of a pre-application conference or at-the-counter services by a planner.	\$150.00 per Hour

Action	Fees or Deposit
Application for Conditional Uses. (KCMC Chapter 16.156 .)	\$2,000.00 Deposit
Goal 5 Safe Harbor (KCMC Chapter 16.142)	\$1,300.00 Deposit
Lot Line Adjustment (KCMC Chapter 16.200)	\$1,000. 00 Deposit
Minor Partition > than 3 lots (KCMC Chapter 16.200)	\$2,000.00 Deposit
Major Partition < than 3 lots (includes the creation of a street KCMC Chapter 16.200)	\$3,000.00 Deposit
Request for formal Code interpretation under KCMC Chapter 16	\$600.00 (fee)
Subdivision (with or without Planning Department) (KCMC Chapter 16.196)	\$6,000 Deposit plus (+) \$250.00 per lot
Final Plat Review (KCMC Chapter 16.196.070)	\$1,000.00 Deposit
For major revisions that don't comply with the Planning Commission Decision will have to reapply	\$6,000 Deposit
Variances (KCMC Chapter 16.148.160)	\$2,500.00 fee
Accessory Building which requires a building permit and > than 120 square feet (e.g., garage carport).	\$1,000.00 fee
Temporary structure, Use permit (KCMC Chapter 16.168)	\$300.00 (fee)
Fence Permit (KCMC Chapter 16.180)	\$30.00 (fee)
Flood Plain and Drainage Hazed Review (KCMC Chapter 16.140)	\$2,500 Deposit
City and Planner Review (KCMC Chapter 16.140.030)	\$3,000.00 Deposit
Planning Commission Review (items need to go to the Planning Commission)	\$6,000.00 Deposit



Sign Review, Permit, and Inspections

Per the King City Municipal Code chapter 16.148, the fees will be the following.

For Deposits that are required:

If the cost to review, inspect, and account for the improvements or requests exceeds the Deposit, then the Applicant shall pay the difference. All deposits received by the City Recorder under this provision shall be deposited in the appropriate Fund for appropriation to the proper expenditure (consultant, staff time, or reimbursement).

Item	Fee or Deposit
Administration Sign Review (KCMC Chapter 16.148.140)	\$305.00 per sign area (fee)
Planning Commission Review (sign variance KCMC Chapter 16.148.160)	\$1,500 Deposit
Temporary Sign Permit (30 days or less)	\$50.00
Sign Retrieval Fee	\$45.00
Inspections (KCMC Chapter 16.148.170)	
Planning Staff	\$130.00 per inspection
Structural inspection	See Building Division on page 13

Comprehensive Plan and Community Development Code Amendments

Per [KCMC Chapter 16.44](#) the fees will be the following.

For Deposits that are required:

If the cost to review, inspect, and account for the improvements or requests exceeds the Deposit, then the Applicant shall pay the difference. All deposits received by the City Recorder under this provision shall be deposited in the appropriate Fund for appropriation to the proper expenditure (consultant, staff time, or reimbursement).

Legislative amendments to a map	Fee
Comprehensive Plan Map Amendments	\$6,000.00 Deposit
Zoning Map Amendment	\$6,000.00 Deposit

Quasi-judicial amendments to a map	Fee
Comprehensive Plan Map Amendment	\$6,000.00 Deposit
Community Development Code Map Amendment	\$6,000.00 Deposit
Zoning Map Amendment	\$6,000.00 Deposit

Research Fees for Planning

Item	Fee
Records Research	\$ 150.00 per hr per request, minimum one Hour
Letter of Zoning Verification	\$52.00 per hour, minimum one Hour
Letter of verification of compliance with the Community Development Code of an existing Development.	\$ 150.00 per hour, minimum one Hour
Deed research to determine the legality of a lot.	\$ 150.00 per hour, minimum one Hour
Research/Interpretation of old planning files and informal code interpretation.	\$ 150.00 per hour, minimum one Hour

Reconsideration and Appeal For Planning

The appeal of staff decision or hearing body to the next higher authority

Authority	Fee
Reconsideration of Planning Commission Decision (KCMC Chapter 16.72)	\$350.00
Appeal of Administrative or City Manager decisions to the Planning Commission. This also includes formal code interpretation.	\$600.00
Appeal of a Hearing Body decision to City Council	½ of the original application fee Minimum \$900.00 and not to exceed \$5,000.00

Site Review and Inspections Fees

Per the King City Municipal Code Chapter 16.152.

Items	Fee
Single-family Dwelling on infill lots (i.e., lots or parcels not approved as part of a land partition/subdivision)	\$217.00
Single-family Dwelling or townhomes approved as a part of a land partition/subdivision/planned development application	\$550.00
Non-single family residential development, including apartments, commercial, industrial, and institutional uses	\$1,100
Re-inspection Fees	\$150.00
Residential remodels	
Interior remodels and accessory structures	\$150.00
Exterior addition of no more than 500 sq ft	\$150.00
Exterior addition exceeding 500 sq ft (same fee as if new construction) - Building permit apply to.	See a – c. above and Structural Permits on page 13

Annexation

See King City Municipal Code [Chapter 16.192](#) and [Metro Fee schedule](#). The Metro fee can not be waived by the City Manager or the City Council.

Annexation Application	Fee
Annexation of any size lot	\$2,000 plus (+) application Metro Mees
Expenses related to additional noticing caused by delays brought on by the Applicant (s).	\$350.00
Copies of Planning Documents	See Public Records on page 6

Planning Record Retention and Archiving Fees

These fees are in addition to the application fees. These apply to all documents received by customers, residents, and contractors.

The following fees will be applied to the customer's account and will be deducted from the deposit or posted payment received

Documents that are not submitted electronically will need to be scanned into the system. Anything larger than 8 ½" x 17" will need to be outsourced for scanning by a third party.

Item	Fee
Land use applications without a public hearing	\$35.00
Land use applications with a public hearing	\$35.00
Sign permits	\$5.00
Demolition (Notice of Demolition Approval)	10.00
Additional Charges per page of the submitted document.	
8 ½" x 11" or 8 ½" x 14"	\$1.76 per page
8 ½" x 17"	\$ 2.00 per page
18" x 24" (outsourced)	\$ 45.00 per page
24" x 36" (outsourced)	\$ 55.00per page
36" x 42" (outsourced)	\$ 100.00 per page
Other (larger than 36" x 42")	\$ 150.00 per page

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	\$50.00 per tree
Street Tree Removal Permit	Permit	\$100.00 per tree
Appeal of Administrative or City Manager decisions to the Planning Commission.	Appeal Application	\$600.00



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 trees 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.

Systems Development Charges

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

Clean Water Services set this charge. Rates herein are updated as their governing board adopts changes. Please note this charge can not be waived by the City Manager or the City Council.

Items	Reimbursement	Improvements	Administration	Total
All Developments	\$3,480.00	\$2,320.00	-	\$5,800.00

Sanitary System Development Charge

Clean Water Services set this charge. Rates herein are updated as their governing board adopts changes. Please note this charge can not be waived by the City Manager or the City Council.

Items	Total
All Developments	\$560.00



Reserved space for King City Transportation System Development Charge

Parks and Recreation System Development Charges

This SDC only applies to West King City Park Master Plan adopted by R-04-02 on March 17, 2004

For the purposes of periodically adjusting the park SDC, the City will determine annually the increase in the Construction Cost Index (CCI) published in the weekly periodical *ENR* published by McGraw Hill, Inc. This publisher's construction (and building) cost index is widely accepted in the engineering and construction industry. *ENR* updates the CCI monthly and provides annual summaries in the July edition. For more information, please see Exhibit C

Item	Fee
per housing unit regardless of the type of size of the housing unit.	\$3,467.38 per ERU
ERU = Equivalent Residential Unit	

Metro Construction Excise Tax

This is a non-city fee that is assessed as part of a building permit. Please note this charge can not be waived by the City Manager or the City Council.

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

Metro Construction Excise Tax **.12% of Valuation (Value* .0012=Tax)**

Permits for construction projects valued at \$100,000 or less will be exempted from this tax as well as permits for the 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). To learn more about the construction excise tax, go to the [Metro construction excise tax webpage](#).

School Construction Excise Tax

This is a non-city fee that is assessed as part of a building permit. Please note this charge can not be waived by the City Manager or the City Council.

Tigard-Tualatin School District sets this charge. Rates herein are updated as their governing board adopts changes.

Item	Fee
Residential	\$ 1.39 per square foot
Non-Residential	\$ 0.69 per square foot
Non-Residential Maximum	\$34,600

Transportation Development Tax (TDT)

This is a non-city fee that is assessed as part of a building permit. Please note this charge can not be waived by the City Manager or the City Council.

Washington County sets this charge. Rates herein are updated as their governing board adopts changes.

Item	Fee
Single-Family Detached	\$9,269 per Dwelling Unit
Apartments	\$6,064 per Dwelling Unit
Residential Condominium/Townhouse	\$5,544 per Dwelling Unit
Manufactured Housing (in Park)	\$4,638 per Dwelling Unit
Assisted Living	\$2,865 per Bed
Continuing Care Retirement	\$2,897 per Unit
Commercial/Services	See TDT Tax Rate Schedule
Motel &Hotel	\$2,631 per room

ⁱ Work will be invoiced by legal firm classification plus 20% City admin cost at the following hourly rates, which are valid from September 1, 2020 to June 30, 2021. After this period, the rates are subject to adjustment.

ⁱⁱ The Fee's through-out the Master Fee Schedule for Fiscal Year (FY) 2021-2022 have been increased from Consumer Price Index - All items in West urban, all urban consumers, not seasonally adjusted, Series Id: CUUR0400SA0, Area: WEST, Base Period: 1982-84=100 Years: 2017 Second half to – May 2020.

Resolution R-2020-18



RESOLUTION NO. R-2020-18

A RESOLUTION REVISING FEES, CHARGES, FINES, AND ASSESSMENTS OF THE CITY OF KING CITY, OREGON, AND RESCINDING RESOLUTION R-2020-03.

RECITALS:

WHEREAS, the City adopted Resolution R-2020-03, which outlined a City policy revising fees, charges, fines, and assessments of the City of King City and rescinding Resolution R-2019-11; and

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 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; and

WHEREAS, the City is also proposing modifications to its Building Inspection Program Fee Schedule, the City has not raised these fees since 2006, and

WHEREAS, the proposed fee changes are necessary to offset the inflationary increase in program costs, to maintain a fund balance reserve, and to maintain current levels of permit, plan review and inspection services; and

WHEREAS, the City Council has been presented with the proposed Building Inspection Program Fee Schedule at its September 16, 2020 meeting, at which the City has taken the necessary steps to utilize current technology to allow public participation without increasing the risk of exposure to the COVID-19 virus.

THE CITY OF KING CITY RESOLVES AS FOLLOWS:

1. Rescind Resolution R-2020-03
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. Adopt the Building Inspection Program Fee Schedule, as stated in Exhibit B, which is incorporated in full by this reference.
4. This resolution will take effect on October 1st, 2020.

**PRESENTED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF KING CITY
THIS 16 DAY OF SEPTEMBER, 2020.**

See Original Resolution for Signatures
Kenneth Gibson, Mayor

See Original Resolution for Signatures
Mike Weston, City Manager

ATTEST See Original Resolution for Signatures
Ronnie L. Smith, City Recorder

APPROVED AS TO FORM:

See Original Resolution for Signatures
Ed Trompke, City Attorney

Building Program Methodology Used for Increases

July 27, 2020

Shannon Flowers, Senior Policy Analyst
Oregon Department of Consumer & Business Services
Building Codes Division
P.O. Box 14470
Salem, OR 97309-0404

Re: King City Fee Update Notification

Per OAR 918-020-0220 and ORS 455.210, the purpose of this letter is to notify the State Building Codes Division that the City of King City is proposing to make modifications to the Building Inspection Program Fee Schedule effective October 1, 2020. King City last raised permit fees in 2005.

King City is proposing a 20% increase to all building and electrical permit-related fees, including structural, plumbing, electrical, mechanical, and related fees. The proposed fee changes are necessary to offset the inflationary increase in program costs, to maintain a fund balance reserve, and to maintain our current levels of permit, plan review, and inspection services. Additionally, to maintain program funding, permit-related fees are proposed to automatically be adjusted biennia on July 01 by 2.5% for the next three biennia. *For example, July 1, 2022, July 1, 2024, and July 1, 2026.*

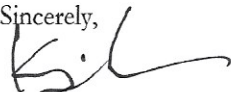
Attached is our proposed fee schedule to be presented to the King City Council on Tuesday, September 16, 2020, at 5:30 PM, Councilors will be calling into the meeting via conference call. Members of the public will be able to listen to the meeting on the teleconference line or watch the meeting via video link. Minimal staff will be in the City Hall Conference Room, 15300 SW 116th Ave, King City, Oregon 97224. To avoid the potential spread of the COVID-19 virus, members of the public will not be allowed in the room.

The City has taken steps to utilize current technology to make meetings available to the public without increasing the risk of exposure. The public can participate by emailing public comments to City Recorder at rsmith@ci.king-city.or.us or leaving a voicemail that can be played during the meeting. The audio/Video recording of the meeting will be posted to the City website within two to three days of the meeting. Meeting details can be found at http://www.ci.king-city.or.us/government/public_notices/hearings.php

Join Zoom Meeting:
Meeting ID: 863 3554 7229
Password: 923757
Dial by your location
+1 253 215 8782 US (Tacoma)
+1 669 900 6833 US (San Jose)

If you have any questions or need additional information, please call Ronnie Smith, City Recorder at 503-639-4082.

Sincerely,



Kenneth Gibson
Mayor
503-639-4082

KG/rls

Encl: Proposed Fee Schedule



City of King City
15300 SW 116th Avenue
King City, OR 97224-2693
Phone: 503-639-4082
Fax: 503-639-3771

Structural Permit Fee Schedule

1. Building Permit Fees shall be as follows	
Total Valuation	Fee
\$1.00 - \$2,000	\$62.50 77.50
\$2,001 - \$25,000	\$62.50 77.50 for the first \$2,000 in value plus \$9.60 11.52 for each additional \$1,000 or fraction thereof
\$25,001 - \$50,000	\$283.30 342.46 for the first \$25,000 in value plus \$7.50 9.00 for each additional \$1,000 or fraction thereof
\$50,001 - \$100,000	\$470.80 567.46 for the first \$50,000 in value plus \$5.47 6.56 for each additional \$1,000 or fraction thereof
\$100,001 - \$250,000	\$744.30 895.46 for the first \$100,000 in value plus \$3.90 4.68 for each additional \$1,000 or fraction thereof
\$250,001 - \$600,000	\$1,329.30 1,597.46 for the first \$250,000 in value plus \$3.85 4.62 for each additional \$1,000 or fraction thereof
\$600,001 - \$1,200,000	\$2,676.80 3,214.46 for the first \$600,000 in value plus \$3.54 4.21 for each additional \$1,000 or fraction thereof
\$1,200,001 - \$2,000,000	\$4,782.80 5,740.46 for the first \$1,200,000 in value plus \$2.73 3.28 for each additional \$1,000 or fraction thereof
\$2,000,001 and up	\$6,966.60 8,364.46 for the first \$2,000,000 in value plus \$2.72 3.26 for each additional \$1,000 or fraction thereof.
2. State Surcharge	12% of the building permit fee
3. City Surcharge Fee	\$56.00 per permit
4. Building Plan Review Fee	65% of the building permit fee
5. Fire and Life Safety Plan Review Fee	When required, Fire and Life Safety plan review shall be 40% of the building permit fee
6. Solar Installation Permit Fee	a) Prescriptive system installation permit fee - \$150 180 b) Non-prescriptive systems shall have permit fees and plan review calculated in accordance with the above fee schedule
7. Phased Projects	\$200.00 240.00 plus 10% of the total project building permit fee not to exceed \$1,500 for each phase.
8. 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 \$200.00 240.00 . This is in addition to the project plan review fee based on the total project valuation.
9. Residential Fire Suppression Permits (Stand Alone System) <i>See plumbing permit for multipurpose or continuous loop system</i>	0 to 2,000 square feet - \$115.00 138.00 2,001 to 3,600 square feet - \$160.00 192.00 3,601 to 7,200 square feet - \$220.00 264.00 7,201 square feet and greater - \$309.00 370.80
10. Other Inspections and Fees	<ul style="list-style-type: none"> Re-inspection fee - \$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 85/hour Inspections outside normal business hours - \$127.50/hour (minimum charge of 2 hours)



Manufactured Dwelling Permit Fees

Manufactured Home Placement Permit (includes plan review) ~~\$257.80~~ 309.36

State Manufactured Home Fee - \$30

State Surcharge – 12 %



Mechanical Permit Fee Schedule (page 1)

Commercial Fee Schedule	
Total Valuation	Fee
\$1.00 - \$5,000	\$72.50 87.00
\$5,001 to \$10,000	\$72.50 87.00 for first \$5,000 and \$1.52 1.58 for each additional \$100 or fraction thereof, to and including \$10,000
\$10,001 to \$25,000	\$148.50 166.00 for first \$10,000 and \$1.54 1.60 for each additional \$100 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$379.50 406.00 for first \$25,000 and \$1.45 1.51 for each additional \$100 or fraction thereof, to and including \$50,000
\$50,001 and up	\$742 783.50 for first \$50,000 and \$1.20 1.25 for each additional \$100 or fraction thereof
Residential Fee Schedule	
Heating/Cooling	
Furnace up to 100,000 BTU (including ducts and vents)	\$14 16.80
Furnace 100,000 BTU and over (including ducts and vents)	\$17.40 20.88
Floor furnace (including vent)	\$14 16.80
Air conditioner	\$14 16.80
Heat pump	\$14 16.80
Mini-split system	\$14 16.80
Ductwork	\$14 16.80
Hydronic hot water system	\$14 16.80
Residential boiler (radiator or hydronic)	\$14 16.80
Unit heaters (fuel-type, not electric), in-wall, in-duct, suspended	\$14 16.80
Suspended heater, wall heater, or floor mounted heater	\$14 16.80
Flue / vent for any of above	\$10 12.00
Repair units	\$12.15 14.58
Vent not included in appliance permit	\$6.80 8.16
Other heating / cooling	\$14 16.80
Other Fuel Appliances	
Water heater	\$10 12.00
Gas fireplace	\$10 12.00
Flue vent for water heater or gas fireplace	\$10 12.00
Log lighter (gas)	\$10 12.00
Wood / pellet stove	\$10 12.00
Wood fireplace / insert	\$10 12.00
Chimney / liner / flue / vent	\$10 12.00
Other fuel appliances	\$10 12.00
Environmental Exhaust & Ventilation	
Range hood / other kitchen equipment	\$10 12.00
Clothes dryer exhaust	\$10 12.00
Single-duct exhaust (bathrooms, toilet compartments, utility rooms)	\$6.80 8.16
Attic / crawlspace fans	\$10 12.00
Other environmental exhaust & ventilation	\$10 12.00
Fuel Piping	
For first four (4)	\$5.40 6.48
Each additional over four (4)	\$1 1.20



Mechanical Permit Fee Schedule (page 2)

Boiler / Compressor / Absorption System	
<3HP: absorb unit to 100K BTU	\$14 16.80
3-15 HP: absorb unit 100K to 500K BTU	\$25.60 30.72
15-30 HP: absorb unit .5-1 mil BTU	\$35 42.00
30-50 HP: absorb unit 1-1.75 mil BTU	\$52.20 62.64
>50 HP: absorb unit >1.75 mil BTU	\$87.20 104.64
Other	
Air handling unit to 10,000 CFM	\$10 12.00
Air handling unit 10,000 CFM+	\$17.20 20.64
Non-portable evaporate cooler	\$10 12.00
Vent fan connected to a single duct	\$6.80 8.16
Ventilation system not included in appliance permit	\$10 12.00
Hood served by mechanical exhaust	\$10 12.00
Domestic incinerators	\$17.40 20.88
Commercial or industrial type incinerator	\$69.95 83.94
Other units, including wood stoves	\$10 12.00
Minimum Permit Fee	\$72.50 87.00
State Surcharge	12% of the mechanical permit fee
City Surcharge Fee	\$56.00 per permit
Mechanical Plan Review Fee	25% of the mechanical permit fee
Other Inspections and Fees	<ul style="list-style-type: none"> Re-inspection fee - \$62.50 85.00 /inspection Each additional inspection over the allowable - \$62.50 85.00 /inspection Inspections for which no fee is specifically indicated - \$62.50 85.00 /inspection Investigation fee - \$62.50 85.00 /hour Additional plan review - \$62.50 85.00 /hour Inspections outside normal business hours - \$62.50 127.50 /hour (minimum charge of 2 hours)



Plumbing Permit Fee Schedule (page 1)

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
\$1.00 to \$5,000	\$72.50 87.00
\$5,001 to \$10,000	\$72.50 87.00 for first \$5,000 and \$1.52 1.58 for each additional \$100 or fraction thereof, to and including \$10,000
\$10,001 to \$25,000	\$148.50 166.00 for first \$10,000 and \$1.54 1.60 for each additional \$100 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$379.50 406.00 for first \$25,000 and \$1.45 1.51 for each additional \$100 or fraction thereof, to and including \$50,000
\$50,001 and up	\$742 783.50 for first \$50,000 and \$1.20 1.25 for each additional \$100 or fraction thereof
New 1-2 family dwellings (includes 100 feet for each utility connection)	
SFR (1) bath	\$249.20 299.04
SFR (2) bath	\$350.00 420.00
SFR (3) bath	\$399.00 478.80
Each additional bath/kitchen	\$45.00 54.00
Rain drain, single family dwelling	\$65.25 78.30
Site Utilities	
Catch basin or area drain	\$16.60 19.92
Drywell, leach line, or trench drain	\$16.60 19.92
Manufactured home utilities	\$110.00 132.00
Manholes	\$16.60 19.92
Rain drain connector	\$16.60 19.92
Footing drain – 1 st 100'	\$55.00 66.00
Footing drain – each additional 100'	\$46.40 55.68
Sewer – 1 st 100'	\$55.00 66.00
Sewer – each additional 100'	\$46.40 55.68
Water service – 1 st 100'	\$55.00 66.00
Water service – each additional 100'	\$46.40 55.68
Storm & rain drain – 1 st 100'	\$55.00 66.00
Storm & rain drain – each additional 100'	\$46.40 55.68
Interior mainline (sewer or water piping) – 1 st 100'	\$55.00 66.00
Interior mainline (sewer or water piping) – each add'l 100'	\$46.40 55.68
Fixture or item	
Absorption valve	\$16.60 19.92
Commercial backflow prevention device	\$46.40 55.68
Residential backflow prevention device	\$27.55 33.06
Backwater valve	\$16.60 19.92
Clothes washer	\$16.60 19.92
Dishwasher	\$16.60 19.92
Drinking fountain	\$16.60 19.92
Ejectors/sump	\$16.60 19.92
Expansion tank	\$16.60 19.92
Fixture/sewer cap	\$16.60 19.92
Floor drain / floor sink / hub	\$16.60 19.92



Plumbing Permit Fee Schedule (page 2)

Fixture or item	
Garbage disposal	\$16.60 19.92
Hose bib	\$16.60 19.92
Ice maker	\$16.60 19.92
Interceptor / grease trap	\$16.60 19.92
Primer	\$16.60 19.92
Roof drain (commercial)	\$16.60 19.92
Sink / basin / lavatory	\$16.60 19.92
Tub / shower / shower pan	\$16.60 19.92
Urinal	\$16.60 19.92
Water closet	\$16.60 19.92
Water heater	\$16.60 19.92
Minimum Permit Fee	\$72.50 87.00
State Surcharge	12% of the plumbing permit fee
City Surcharge Fee	\$56.00 per permit
Plumbing Plan Review Fee	25% of the plumbing permit fee when applicable (OAR 918-780-0040)
Residential Fire Suppression Permits (<i>multipurpose or continuous loop system</i>)	0 to 2,000 square feet - \$115.00 138.00 2,001 to 3,600 square feet - \$160.00 192.00 3,601 to 7,200 square feet - \$220.00 264.00 7,201 square feet and greater - \$309.00 370.80
Other Inspections and Fees	<ul style="list-style-type: none"> Re-inspection fee - \$72.50 85.00 /inspection Each additional inspection over the allowable - \$72.50 85.00 /inspection Inspections for which no fee is specifically indicated - \$72.50 85.00 /inspection Investigation fee - \$72.50 85.00 /hour Additional plan review - \$89 85.00 /hour Inspections outside normal business hours - \$108.75 127.50 /hour (minimum charge of 2 hours)



Electrical Permit Fees

New 1-2 family dwellings (includes attached garage)	
1,000 square feet or less	\$145.15 174.18
Each additional 500 square feet or portion	\$33.40 40.08
Limited energy, residential	\$75.00 90.00
Limited energy, non-residential	\$75.00 90.00
Each manufactured or modular dwelling, service and/or feeder	\$90.90 109.08
Services or feeders installation, alteration, and/or relocation	
200 amps or less	\$80.30 96.36
201 amps to 400 amps	\$106.85 128.22
401 amps to 600 amps	\$160.60 192.72
601 amps to 1,000 amps	\$240.60 288.75
Over 1,000 amps or volts	\$454.65 545.58
Reconnect only	\$66.85 80.22
Temporary services or feeders installation, alteration, and/or relocation	
200 amps or less	\$66.85 80.22
201 amps to 400 amps	\$100.30 120.36
401 amps to 600 amps	\$133.75 160.50
Branch circuits – new, alteration, or extension, per panel	
Fee for branch circuits <i>with</i> service or feeder fee, each branch circuit	\$6.65 7.98
Fee for branch circuits <i>without</i> service or feeder fee, each branch circuit	\$46.85 56.22
Each additional branch circuit	\$6.65 7.98
Miscellaneous (service or feeder not included)	
Pump or irrigation circle	\$53.40 64.08
Sign or outline lighting	\$53.40 64.08
Signal circuit(s) or limited-energy panel, alteration, or extension	\$75.00 90.00
Renewable Energy	5KVA - \$80.30 96.36 5.01-15KVA - \$106.85 128.22 15.01-25KVA - \$160.60 192.72 Wind generation 25-50KVA - \$240.60 288.72 Wind generation 50-100KVA - \$454.65 545.58 Solar generation excess of 25KVA, charge an additional \$8 9.60 /KVA, no increase beyond the calculation for 100KVA.
Minimum Permit Fee	\$87.00
State Surcharge	12% of the electrical permit fee
City Surcharge Fee	\$56.00 per permit
Electrical Plan Review Fee	25% of the electrical permit fee when applicable (OAR 918-780-0040)
Other Inspections and Fees	<ul style="list-style-type: none"> Re-inspection fee - \$62.50 85.00 /inspection Each additional inspection over the allowable - \$62.50 85.00 /inspection Inspections for which no fee is specifically indicated - \$62.50 85.00 /inspection Investigation fee - \$62.50 85.00 /hour Additional plan review - \$89 85.00 /hour Inspections outside normal business hours - \$93.75 127.50 /hour (minimum charge of 2 hours)



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Park and Recreation System Development Charge fee methodology

City of King City, Oregon

Park System Development Charge

City of King City, Oregon

**Park
System Development Charge
For the
West King City Planning Area**

November 2003

Prepared by:

Economic & Financial Analysis
1331 SW Broadway
Portland, Oregon 97201
(503) 228-3225

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Figure 1 Frequency of Park SDC in Selected Oregon Cities..... 10

SUMMARY

The City of King City contracted with Parsons Brinckerhoff Quade & Douglas Inc. (PB) and Economic & Financial Analysis (EFA) to develop a park master plan and a park system development charge. PB developed a park master plan for a single neighborhood park that will serve the western portions of King City, but not all of King City. Based on PB's comprehensive plan and community development code amendments as adopted by the City¹, EFA developed the following park system development charge.

The proposed park system development charge will apply only to the west King City area as defined in the Park Master Plan (PB, November 2003). The park system development charge will be \$1,453 per housing unit and applicable only to residential development.

¹ City of King City, West King City Planning Area Comprehensive Plan and Community Development Code Amendments, Exhibits A and B (Adopted June 5, 2002), Parsons Brinckerhoff Quade & Douglas, Inc.

OVERVIEW OF SYSTEMS DEVELOPMENT CHARGES

In 1989 the Oregon Legislature amended Oregon Revised Statutes Chapter 223 (ORS 223) which authorizes cities to assess Systems Development Charges (SDC) on new real estate developments for wastewater, storm sewer, parks, and transportation. The Legislature has amended these ORS in nearly every Legislature since 1989.

The amended ORS defines the SDC as:

A(4)(a) . . . a reimbursement fee, an improvement fee or a combination thereof assessed or collected at the time of increased usage of a capital improvement or issuance of a development permit, building permit or connection to the capital improvement.

A(b) A System Development Charge does not include any fees assessed or collected as part of a local improvement district assessment or a charge in lieu of a local improvement district assessment, or the cost of complying with requirements or conditions imposed upon a land use decision or limited land use decision, expedited land division or limited land use decision. @

The SDC may consist of a reimbursement fee, an improvement fee, or both.

The reimbursement fee is a capital charge for *existing excess capacity*. A reimbursement fee A...means a fee for costs associated with capital improvements already constructed or under construction. @ [ORS 223.314 (3)]. In general terms, this fee equals the capital value of those components of the park system that have excess capacity divided by their planned capacities.

The improvement fee is a capital charge for needed *future capacity* that the City must build to meet future demands. The planned improvements must be on a list of capital improvements that the City Council adopts and which the City Council by resolution may modify in the future. In general terms, this fee equals the expected cost of capital improvements needed to meet forecast demands divided by the capacity of the planned improvements. Notice that this fee cannot include capital improvements that repair existing problems. And if a specific capital improvement both fixes an existing problem and adds capacity, then the cost and capacity of the project is prorated so that the improvement fee includes only the capacity increasing portion.

The SDC may be adjusted annually for inflation. The methodology spells out the timing and index to be used to adjust the SDC to keep pace with inflation. The City can make the adjustment automatically without having to amend the methodology and without public hearing.

Finally, the SDC statutes require the city to have a credit policy for the improvement fee (but not for the reimbursement fee). Usually, when a developer builds an improvement on the list of capital improvements used to create the improvement fee, then the city must credit the developer for the cost of excess capacity of the improvement. The credit reduces the amount of the systems development charges owing on the development.

To qualify for a credit, a capital improvement must meet three conditions:

First, the improvement must be on the list of capital improvements. If a project proposed for credit by a developer is not on the list then the project does NOT qualify for a credit. The City Council may amend the list of capital improvements by resolution.

Second, the city must require the public improvement to be built as a condition of development approval. That is, the city must specifically state to the developer that unless the developer builds the improvement, the city will deny the proposed development permits to build.

Third, the public improvement (or portions of it) must either be off-site of the proposed development or on-site and with more capacity than the development itself will utilize.

The City can use the SDC revenues only for capital improvements. The revenue from the reimbursement fee may be used on any park-related capital improvement, including replacing existing components. The statutes restrict the City's use of revenue from the improvement fee to those improvements that did not exist at the time the SDC was created or updated and that increase capacity. The City cannot use improvement-fee revenue to replace existing facilities.

In the following analysis we develop the methodology for the park improvement fee and present the list of capital improvements that becomes the basis of charging the improvement fee, spending improvement fee revenues, and crediting developers for completed qualified public improvements. Since no parks currently exist in west King City, a reimbursement fee is not appropriate.

PARK SYSTEM DEVELOPMENT CHARGE METHODOLOGY

Improvement Fee

The improvement fee is based on the list of capital improvements and their costs as shown in Table 1. Parsons Brinckerhoff developed the costs for this 6.5 acre park site. The land value is based on property costs incurred by Matrix Development Corporation who developed the adjoining subdivision, and plans to deed this park site with some improvements to the City. The land was sold to Matrix at a cost of \$25,000 per acre for this developmentally constrained (flood plain) area. Also, the cost of periodic updates to the SDC and annual administration is estimated to cost \$14,000, which is added to the total cost of capital improvements. The total cost per acre is \$116,113 (\$754,733 / 6.5 acres).

Table 1 List of Capital Improvements

Item	Cost
Land Acquisition	\$162,500
Site Improvement	413,159
Landscaping	98,551
Equipment	66,522
SDC Update & Admin.	14,000
	<hr/> \$754,733 <hr/>
Cost/Acre	\$116,113

Source: City of King City, West King City Planning Area Park Master Plan, Parsons Brinckerhoff Quade & Douglas [November, 2003].

The City established a park standard of 5 acres per 1,000 population, or 200 residents per acre of park land. The cost per capita is \$581 (i.e., \$116,113 per acre ÷ 200 people per acre of park, rounded to the nearest \$1.00). The City's estimated household size is 2.5 persons per residence; so, the park SDC for a new residence is \$1,453 (\$581 per person x 2.5 persons per household, rounded to the nearest \$1.00).

King City has been settled primarily by retirees and other "empty-nesters." The west King City planning area is expected to be populated by a broader cross-section of the population with children. The park in fact is an outgrowth of the need to provide play areas for children and for parents.

Table 2 shows the population and various measures of household size for King City, Washington County as a whole, and for the adjoining cities of Tigard and Tualatin. The weighted average household for the total population and occupied housing stock is 2.60 persons per household. According to the 2000 US Census, the number of persons per household ranges from a low of 1.40 persons in King City to a high of 3.17 persons per family in Tualatin. For planning purposes, the west King City community plan uses an average of 2.50 persons per household, which we employ here to determine the park SDC per new housing unit.

Table 2 Average Household Size

Jurisdiction	Population	Average household size	Average family size	Average household size owner occupied	Average household size renter occupied
King City	1,949	1.40	2.09	1.44	1.31
Washington County	445,342	2.61	3.14	2.75	2.39
Tigard	41,223	2.48	3.03	2.66	2.24
Tualatin	22,791	2.62	3.17	2.81	2.38
Population weighted average		2.60	3.13	2.74	2.37

Source: US Census, 2000 Tables DP-1, Profiles of General Demographic Characteristics: 2000 for each jurisdiction.

Table 3 shows the calculation of the park SDC per housing unit.

Table 3 Park System Development Charge Calculations

Acres of West King City Park	Cost [^]	Cost/Acre	Standard Population per acre*	Cost / Capita	Persons / Household	SDC per Residence
6.5	\$754,733	\$116,113	200	\$581	2.5	\$1,453

[^] includes \$25,000 per acre of raw land plus development costs.

* 5 acres per 1,000 population, or 200 people per acre.

The proposed park system development charge is \$1,453 per housing unit regardless of type of size of housing unit.

Annual Updates For Inflation

ORS 223.304 (7) provides that,

“A change in the amount of a reimbursement fee or an improvement fee is not a modification of the system development charge if the change in amount is based on the periodic application of an adopted specific cost index or on a modification to any of the factors related to rate that are incorporated in the established methodology.”

For the purposes of periodically adjusting the park SDC, the City will determine annually the increase in the Construction Cost Index (CCI) published in the weekly periodical *ENR* published by McGraw Hill, Inc. This publisher’s construction (and building) cost index is widely accepted in the engineering and construction industry. *ENR* updates the CCI monthly and provides annual summaries in the July edition.

The formula for updating the SDC each year is as follows:

$$SDC_{\text{current year}} = SDC_{\text{last year}} \times (CCI_{\text{current year}} / CCI_{\text{last year}})$$

where:

$CCI_{\text{current year}}$	= Construction Cost Index for the current year
$CCI_{\text{last year}}$	= Construction Cost Index for the last year the SDCs were updated
$SDC_{\text{current year}}$	= the SDC updated by the CCI
$SDC_{\text{last year}}$	= the SDC to be updated

EFA recommends the City update the SDC annually and make them effective January 1 of each year. Few new building starts occur in mid-winter, and it is a time when builders are planning project financing for spring construction.

CREDIT POLICY

The City will provide a credit against the park improvement fee according to ORS 223.304(4)(a). The City also will extend a credit whenever the cost of constructing a qualified public improvement exceeds the credit for the improvement fee to future phases of the same development as provided in ORS 223.304 (4)(b). The City will allow limited transfer of excess credits to other phases of the same development and to other developers. It will not provide credits for public improvements not on the capital improvements list. The City's list of capital improvements, unless amended in the future, includes the projects on Table 1 whose costs are included in the calculation of the SDC.

Whenever an applicant for a development or building permit offers to build a park system improvement on the capital improvements list (those qualified projects on Table 1), the City must provide a credit for the value of the improvement. The credit may not exceed the value of the SDC improvement fee.

ORS 223.304 (3) and (4) define credits. A developer earns a credit by building a qualified public improvement (QPI). A QPI is a project that is (a) a project on the list of capital improvements (Table 1), (b) required as a condition of development approval, and either (c) off-site of the proposed development, or (d) on-site but required to be built larger than would satisfy the park needs of just the proposed development (excess capacity).

The value of the credit is equal to (a) the cost of that portion of the improvement that exceeds the minimum standard facility size or capacity needed by the development (1 acre per 1,000 population), and (b) no more than the amount of the improvement fee. The portion of a park system improvement that would be excess to a development would equal the ratio of expected park use in the proposed development divided by capacity of the park improvement.

For example, let's assume a developer plans to build a 175-unit residential sub-division plus 120,000 square feet of commercial/retail space. Further let's assume the 175-units will be built in 2 phases of 75 units and 100 units, and that as a condition of development the developer contributes a 6.5 acre parcel of land worth \$25,000 per acre, \$162,500, and provides the basic grading and development of the site at a cost of \$413,159, for a total contribution of \$575,659.

The total SDCs owing will be \$254,275 (i.e., \$1,453/unit x 175 units). The 120,000 square feet of commercial space does not pay a park SDC; only residential development.

The land dedication and improvements meet all of QPI requirements. However, the developer does not get 100 percent credit for the park land dedication, because the park is in part being developed for the residences the developer builds. The developer gets credit for the *excess* capacity of the park. In total, the developer will build 33.7 percent of the 520 homes to be served by the 6.5 acre park. The credit owing the developer is therefore 66.3 percent of the \$575,659 cost, or \$381,928.

In Phase 1, 42.9 percent (75 of the 175 residential units) of the creditable amount (\$381,928), or \$163,683 can be credited against the \$108,975 owing in SDCs (\$1,453 x 75 units). At a park standard of 5 acres of park per 1,000 people and a dedication of 6.5 acres, the park will have a capacity to serve 520 residential units (6.5 acres ÷ 5 Acres/1,000 people per acres ÷ 2.5 persons per residence). The 75

residences in Phase account for about 43 percent of the proposed development ($75 \div 175$); therefore, the excess credit is valued at \$163,875 ($42.9\% \times \$381,928$).

The Phase 1 development owes \$108,975 in park SDCs to the City. The City will not collect any of these SDCs, because the credit owing exceeds the SDC owing by \$54,708, (\$108,975 in SDC less \$163,683 in credits). After Phase 1 is completed the remaining value of the excess credit is \$54,708, that the developer can use to off-set the park SDCs owing on Phase 2 of the development. In this circumstance, the statutes allow that “When the construction of a qualified public improvement gives rise to a credit amount greater than the improvement fee...” then the City **may** (but it does not have to provide for any of these credits) apply the remaining **excess credit** against subsequent phases of the original development.

In this proposed policy, the City will allow this transfer of excess credits—from one phase of a development to the next phase of the same development. The transfer stays with the original developer (unless he or she sells it to another) and with the same parcel of land. Further, we recommend that the excess credit be valued in current dollars, which means that the excess credit’s value would escalate with the SDC. Each year, the City will adjust the SDC by the rate of inflation. And the City will increase the value of any outstanding excess credits by the same percentage adjustment. This policy will keep the developer’s excess credits growing with inflation.

After Phase 2 is completed, the credit owing again exceeds the SDC owing by \$72,945 (\$145,300 in SDCs and \$218,245 in credits). The sum of the excess credits is now \$127,653--\$54,708 from phase 1 and \$72,945 from phase 2)—and the developer has paid no SDCs to the City. The statutes give the City some latitude about what to do with the excess even after the final Phase 2 of the original development is completed.

Table 4 Example of Excess SDC Credits

	Number of housing units per phase	% Credit	SDC Owing	SDC Credit	SDC Owing (Excess Credit)
Phase 1	75	42.9%	108,975	163,683	(54,708)
Phase 2	100	57.1%	145,300	218,245	(72,945)
Total	175	100.0%	254,275	381,928	(127,653)

Normally, the developer could not use these excess credits, because the law does not **require** the City to extend credits beyond a development; however, the statute goes on to “...not prohibit a unit of government from providing a greater credit, or from establishing a system providing for the transferability of credits, or from providing credit for a capital improvement not identified in the plan adopted pursuant to ORS 223.309.” The City will not permit the first and third provisions “providing a greater credit” and “providing credits for a capital improvement not identified in the plan.” These provisions defeat the purpose of developing a sound park master plan.

The middle provision, a system of transferability of [excess] credits, has merit if the City wants to encourage new development to build projects on the capital improvements list as development occurs. This provision implies that the City may allow the excess credits to be transferred from the original developer and from the original parcel of land being developed to other developers of other parcels of land.

The only difference between transferability between phases and this broader transferability is that the transfer goes to another developer and to another parcel of land. Over time these transfers can create several administrative problems for the City, because the City must create a record-keeping system and some form of written credit report that one developer can sell to another. A few of the most significant potential problems are: forgery of the credit report, loss of the report, subdivision and resale of the original excess credit, valuation of the aged credits, and record keeping. Quite clearly, this administrative record keeping becomes more complicated (a) as time passes between issuing and using the excess credit, and (b) as the excess credit is divided and resold to other developers.

The state statute must have anticipated some of these difficulties because it states, “Credits shall be used in the time specified in the ordinance but not later than 10 years from the date the credit is given (ORS 223.304(4)(c).” Because of the potential problems with transferring excess credits, and to simplify and eliminate potential problems, the City will transfer excess credits only in exceptional cases, so that the City Council explicitly considers each request for these transfers to create a written record in Council meeting minutes. EFA recommends two general methods of transferal to other developers and other developments.

First, if the number of credits to be transferred is 10 or fewer, then, the credits may be transferred as only as a single block of up to 10 credits to one other developer and not transferable again without specific written approval by the City. These credits will have a life of 7 years from the date of issue.

Second, if the number of credits to be transferred exceeds 10, then a specific written SDC credit agreement will be developed between the City and the original developer that lays out how these credits can be transferred. These credits will have a life of up to 10 years from the date of issue, and may be transferred individually or in blocks, and multiple times, as negotiated between the City and the developer in the proposed SDC credit agreement.

These conditions constitute the system of transferability referred to in the state statutes and limit their use to a few specific cases. The City will have to establish a record keeping system to assure the credits are transferred correctly

COMPARISON OF PARK SDCs IN OREGON

The League of Oregon Cities prepared a report in 2001 that compared all five possible system development charges. The survey was not comprehensive of all jurisdictions that charge a park SDC, for example none of the park districts were surveyed. Also, the survey did not include cities that chose not to respond to the survey. The results have to be viewed as anecdotal of the amount of the park SDC. The survey was not a scientifically valid sampling of all park SDCs. Though not statistically valid, the results accurately reflect the SDCs for those cities that did respond.

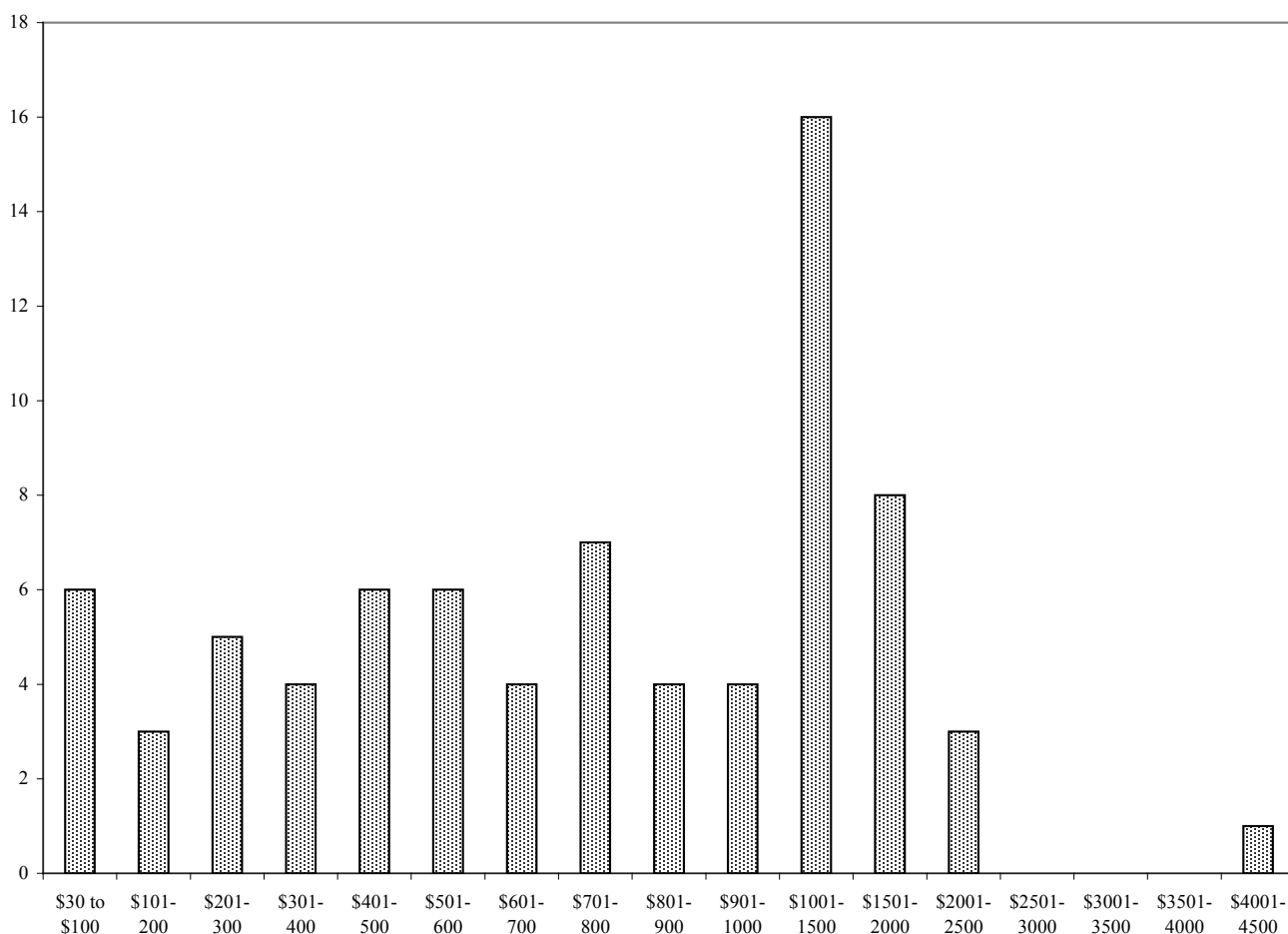


Figure 1 Frequency of Park SDC in Selected Oregon Cities

Table 5 Comparison of Oregon Park SDCs by City

Jurisdiction	2000 Population	Parks		
		Avg. Home	Rank	Avg. Office
West Linn	23,280	\$4,082	1	\$0
Salem	131,385	\$2,355	2	\$0
Lake Oswego	35,305	\$2,281	3	\$0
Wilsonville	13,615	\$2,088	4	\$5,280
McMinnville	22,250	\$2,000	5	\$0
North Plains	1,780	\$1,975	6	\$0
Beaverton	70,230	\$1,950	7	\$3,538
Aumsville	3,045	\$1,915	8	\$14,400
Sandy	5,655	\$1,789	9	\$0
Corvallis	52,215	\$1,754	10	\$0
Hillsboro	72,630	\$1,748	11	\$14,650
Albany	41,000	\$1,716	12	\$0
Scappoose	5,270	\$1,496	13	\$0
Monmouth	8,310	\$1,484	14	\$0
Tualatin	22,535	\$1,400	15	\$0
Durham	1,570	\$1,320	16	\$15,840
Forest Grove	17,150	\$1,295	17	\$0
Lincoln City	7,480	\$1,294	18	
Woodburn	17,840	\$1,267	19	\$2,208
Cornelius	8,715	\$1,202	20	\$0
Sublimity	2,580	\$1,200	21	\$0
Independence	6,375	\$1,177	22	\$0
Shady Cove	2,420	\$1,175	23	\$0
Medford	62,030	\$1,086	24	\$0
Stayton	6,870	\$1,062	25	\$0
Tigard	38,835	\$1,050	26	\$4,704
Ashland	20,085	\$1,041	27	\$487
Canby	13,170	\$1,041	27	\$0
Gresham	86,430	\$1,038	29	\$0
Happy Valley	4,345	\$1,000	30	\$0
Springfield	53,700	\$1,000	30	\$0
Fairview	6,885	\$991	32	\$0
Eugene	136,800	\$922	33	\$0
Keizer	31,220	\$880	34	\$0
Bend		\$878	35	
Estacada	2,200	\$826	36	\$0
Tangent	1,080	\$805	37	\$6,468
Phoenix	4,145	\$798	38	\$0
Troutdale	14,300	\$790	39	\$0
Klamath Falls	19,365	\$789	40	\$0
Woodburn		\$762	41	
Jacksonville	2,270	\$756	42	\$0
Vernonia	2,460	\$749	43	\$2,996
Sheridan	5,250	\$701	44	\$0

Jurisdiction	2000 Population	Parks		
		Avg. Home	Rank	Avg. Office
Newberg	18,275	\$662	45	\$0
Central Point	12,230	\$634	46	
Sisters	850	\$613	47	\$0
Lebanon	12,895	\$610	48	\$0
Silverton	6,800	\$590	49	\$0
St. Helens	9,450	\$564	50	\$0
Junction City	4,620	\$547	51	\$0
Philomath	3,995	\$544	52	\$0
La Grande	12,555	\$525	53	\$0
Rivergrove	310	\$500	54	\$0
Roseburg	20,955	\$500	54	\$0
Harrisburg	2,935	\$499	56	\$9,980
Eagle Point	5,130	\$470	57	\$0
Redmond	13,705	\$456	58	\$0
Prineville	8,205	\$446	59	\$0
Madras	5,230	\$400	60	\$0
Veneta	2,940	\$381	61	\$381
Grants Pass	21,775	\$350	62	\$2,500
Seaside	6,220	\$325	63	\$7,000
Clatskanie	1,900	\$300	64	\$0
Newport	10,715	\$300	64	\$0
Hubbard	2,285	\$254	66	\$2,419
Columbia City	1,735	\$250	67	\$0
Dallas	12,960	\$250	67	\$0
Rogue River	2,000	\$200	69	\$200
Cottage Grove	8,480	\$189	70	\$0
Milton-Freewater	6,690	\$160	71	\$0
Dayton	2,015	\$100	72	\$266
Lafayette	2,240	\$90	73	\$0
Manzanita	810	\$60	74	\$0
Brookings	5,625	\$57	75	\$0
Mt. Angel	3,030	\$55	76	\$0
Athena	1,300	\$30	77	\$30

Source: League of Oregon Cities, System development charges in Oregon Cities, Survey results as of June 1, 2001.