

RESOLUTION NO. 2016-31

**RESOLUTION SETTING FEES & CHARGES, EFFECTIVE JULY 1, 2016,
AND REPEALING RESOLUTION 2015-38**

WHEREAS, the City Code Section 2.601 requires fees and charges be adjusted annually in July of each year in accordance with City Code Section 2.605; and

WHEREAS, certain fees and charges have been previously set by Resolutions 2015-38; and

WHEREAS, staff is proposing some fee adjustments in accordance with City Code Section 2.605; and

WHEREAS, staff has prepared the resolution with the proposed fees and charges attached as Exhibits 1 and 2; and

WHEREAS, a duly-noticed Public Hearing was held on May 23, 2016.

NOW, THEREFORE, BE IT RESOLVED BY THE FOREST GROVE CITY COUNCIL AS FOLLOWS:

Section 1. The planning fees listed on Exhibit 1 of this resolution are hereby adopted as of July 1, 2016.

Section 2. Other fees listed on Exhibit 2 of this resolution are hereby adopted as of July 1, 2016.

Section 3. Resolution 2015-38 is hereby repealed upon the effective implementation of date of the foregoing fees.

Section 4. This resolution is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED this 23rd day of May, 2016.



Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 23rd day of May, 2016.



Peter B. Truax, Mayor

Exhibit 1 - Planning Fees

	ADOPTED FEES AS OF JULY 1, 2015	ADOPTED FEES AS OF JULY 1, 2016
Amendment to Map	\$76.55/hour with a \$2,850 deposit*	\$78.85/hour with a \$3000 deposit*
Amendment to Text	\$76.55/hour with a \$2,300 deposit*	\$78.85/hour with a \$3,000 deposit*
Annexation	\$76.55/hour with a \$675 deposit (City); \$2,600 (Metro)	\$78.85/hour with a \$3,000 deposit*
Appeal of Administrative Decision	\$250.00	\$250.00 (limit per ORS 227.175(10))
Appeal of Planning Commission Decision	\$389.00	\$401.00
Multi-Family & Commercial Design Review	\$76.55/hour with a \$3,000 deposit*	\$78.85/hour with a \$3,000 deposit*
Conditional Use	\$76.55/hour with a \$2,300 deposit*	\$78.85/hour with a \$3,000 deposit*
Preliminary Expedited Land Division	\$1,253.00	\$1,291.00
Final Expedited Land Division	\$383.00	\$395.00
Historic Designation	\$39.00	\$40.00
Lot Line Adjustment	\$161.25	\$166.00
Preliminary Partition	\$1,253.00	\$1,291.00
Final Partition	\$383.00	\$395.00
Plat and Street Vacation	\$1,902.00	\$1,959.00
Preliminary Planned Development	\$76.55/hour with a \$4,300 deposit*	\$78.85/hour with a \$3,000 deposit*
Final Planned Development	\$2,052.00	\$2,114.00
Renovation Grant	\$0.00	\$0.00
Sign Permit	\$76.55+ \$3.48/sq. ft. (maximum fee of \$2,004)	\$78.85+ \$3.59/sq. ft. (maximum fee of \$2,004)
Site Plan Review		
Non-Residential		
Non-Residential	\$76.55/hour with a \$3,000 deposit*	\$78.85/hour with a \$3,000 deposit*
Non-Residential Additions	\$1,121.00	\$1,155.00
Residential		
New Residential - Five or less units	\$341.00 + \$119.70/unit over 1	\$351.00 + \$123.30/unit over 1
New Residential - Six or more units		\$78.85/hour with a \$3,000 deposit*
Residential Additions & Accessory Structures	\$74.30	\$76.50
Preliminary Subdivision	\$76.55/hour with a deposit* of \$2,000 + \$78.75/lot over 3 lots	\$78.85/hour with a \$3,000 deposit*
Final Subdivision	\$900.00	\$927.00
Street Tree Fee	\$363.00	\$374.00
Tree Permit Fee	\$0.00	\$0.00
Erosion Control Review	fee schedule set by CWS	fee schedule set by CWS
Variance from Regulations	\$76.55/hour with an \$2,000 deposit*	\$78.85/hour with a \$3,000 deposit*

*Plus all incidental costs associated with processing a permit including but not limited to legal notice publication, copying and postage.

Forest Grove Fee Schedule Exhibit 2

Adopted Fees - 7/1/15

Adopted Fees - 7/1/16

PARKS AND RECREATION

Facility Reservation (not including Light Charge)

Lincoln Park Stadium & Turf Field (in-City)	\$50.90 per hour: \$407.50 max	\$52.45 per hour: \$419.60 max
Lincoln Park Stadium & Turf Field (Out of City)	\$101.80 per hour: \$815.00 max	\$104.90 per hour: \$839.00 max
Bond Field (every 2 hour rental)	\$38.00 (in-city); \$76.00 (out)	\$39.20 (in-city); \$78.40 (out)
Sherman Field (every 2 hour rental)	\$31.60 (in-city); \$63.20 (out)	\$32.50 (in-city); \$65.00 (out)
Thatcher Park Soccer Field (every 2 hour rental)	\$25.35 (in-city); \$50.70 (out)	\$26.20 (in-city); \$52.40 (out)
Lincoln Park Practice Soccer Field (every 2 hour rental)	\$25.35 (in-city); \$50.70 (out)	\$26.20 (in-city); \$52.40 (out)
Thatcher Park Softball Field (every 2 hour rental)	\$12.90 (in-city); \$25.80 (out)	\$13.30 (in-city); \$26.60 (out)
Shelter (4 Hour Period)	\$47.50 (in-city); \$95.00 (out)	\$49.00 (in-city); \$98.00 (out)

Light Charge

Soccer Field - Lincoln Park or Thatcher	\$45.00 per hour	\$46.50 per hour
Bond Field	\$45.00 per hour	\$46.50 per hour
Sherman Field & Thatcher Park Softball (per field)	\$22.50 per hour	\$23.25 per hour
Lincoln Park Practice Field	\$22.50 per hour	\$23.25 per hour

ENGINEERING

Permit to Construct Public Improvements	\$139.00 per hour	\$143.00 per hour
Excavation Permit	\$32.00	\$33.00
Permit to Deposit on Streets (per permit)	\$48.00	\$49.50
Tourist-Oriented Signs	\$110.00	\$113.50
Engineering Plans & Specifications (Copies)		
Standard	\$63.00	\$65.00
Mail	\$63.00	\$65.00
Disk	\$34.00	\$35.00
Copies per Sheet (Copy Machine)		
8.5x11	\$0.20	\$0.20
Larger than 8.5x11	\$0.25	\$0.25
Auditron Copies	\$7.25	\$7.25

WATER

Forest Grove Fee Schedule Exhibit 2

	Adopted Fees - 7/1/15	Adopted Fees - 7/1/16	
Water Shut-Off/On During Public Works Business Hours (Customer Request)	0.00	0.00	
Water Shut-Off/On After Public Works Business Hours (Customer Request)	171.90	177.00	If determined by Public Works Director circumstances beyond control of property owner, fee may be waived.
Non Payment Disconnect Fee	34.50	35.50	Charged at the time of disconnect.
Non Payment Reconnection Service -			
During City Hall Business Hours	34.50	35.50	Charged at the time of reconnect.
After City Hall Business Hours-Mon-Fri 5:01pm-8:00pm			
After City Hall Business Hours Additional Surcharge (After hours reconnection service not available on weekends or holidays)	114.00	118.00	
Water Meter Tamper/Damage Fee	200.00	206.00	Plus cost to repair/replace meter
Water Stand-By Service (Annual)	57.00	59.00	Meter out of service for 7+ months
Water Stand-By Service- outside City limits (Annual)	114.00	118.00	Meter out of service for 7+ months
Water Connections - Drop In			
3/4-inch Meter	305.00	314.00	
1-inch Meter	305.00	314.00	
1 1/2-inch Meter	Actual cost	Actual cost	\$500 deposit
2-inch Meter	Actual cost	Actual cost	\$500 deposit
3-inch Meter	Actual cost	Actual cost	\$1,000 deposit
4-inch Meter	Actual cost	Actual cost	\$1,000 deposit
> 4-inch Meter	Actual cost	Actual cost	\$1,000 deposit
Water Connections - Full Service			
3/4-inch Meter	Actual cost	Actual cost	\$1,000 deposit
1-inch Meter	Actual cost	Actual cost	\$1,000 deposit
1 1/2-inch Meter	Actual cost	Actual cost	\$1,000 deposit
2-inch Meter	Actual cost	Actual cost	\$1,000 deposit
3-inch Meter	Actual cost	Actual cost	\$2,000 deposit

Forest Grove Fee Schedule Exhibit 2

	Adopted Fees - 7/1/15	Adopted Fees - 7/1/16	
4-inch Meter	Actual cost	Actual cost	\$2,000 deposit
> 4-inch Meter	Actual cost	Actual cost	\$2,000 deposit

SEWER

Sewer Connection Inspection	\$64.15	\$66.00	
Residential Sewer Lateral	Actual cost	Actual cost	\$2,000 deposit
Sewer Dye Test	\$85.20	\$88.00	

LIGHT AND POWER

Main Street Auditorium Rental			
Non-Profit Group (per hour)	\$40.00 min; \$114.00 max	\$41.20 min; \$117.50 max	
For-Profit Group(per hour)	\$56.00 min; \$160.00 max	\$57.70 min; \$164.50 max	
Non Payment Disconnect Fee	34.50	35.50	Charged at the time of disconnect.
Non Payment Reconnection Service -			
During City Hall Business Hours	34.50	35.50	Charged at the time of reconnect.
After City Hall Business Hours			
After City Hall Business Hours Additional Surcharge	114.00	117.50	
Electric Meter Tamper/Damage Fee	200.00	206.00	Plus cost to repair/replace meter

POLICE

Copies			
Reports	\$16.00 + \$.20/p over 10	\$16.50 + \$.20/p over 10	
Audio Cassette /VHS Tape	\$33.30	\$34.30	
Burn CD/DVD	\$22.70	\$23.40	
Photographs Burned to CD/DVD	\$22.70 (up to 30 photographs per disc)	\$23.40 (up to 30 photographs per disc)	
Photographs Burned to CD/DVD (continued)	\$0.57 per duplicate photograph copy	\$0.60 per duplicate photograph copy	
Color Photograph Print	\$5.90 per sheet	\$6.10 per sheet	
Citation Copy	\$5.90	\$6.10	
Radar Certification Copy	\$5.90	\$6.10	
Record Check Letter	\$40.80	\$42.00	

Forest Grove Fee Schedule Exhibit 2

	Adopted Fees - 7/1/15	Adopted Fees - 7/1/16
Release Impounded/Immobilized Vehicle	\$117.50	\$121.00
After-Hours Release Impounded/Immobilized Vehicle	\$155.50	\$160.20
Damage to Boot Immobilizer Fee	\$107.00 plus cost to repair/replace	\$110.00 plus cost to repair/replace
Event Security - Officer Reimbursement	\$69 per hour plus 10% overhead fee (Per officer - Minimum of 4 Hours)	\$72 per hour plus 10% overhead fee (Per officer - Minimum of 4 Hours)
Miscellaneous Permits		
Event Permit	no fee	no fee
Temporary Street Closure	\$17.80	\$18.35
Dance	no fee	no fee

FIRE

Report Copies (after 1 free copy to customer)	\$16.00 + \$.20/p over 10	\$16.50 + \$.20/p over 10
Emergency Response Cost Recovery Fees & Charges (billed only to Non-Residents of City, Rural Fire District, and mutual aid IGAs)		
Motor Vehicle Incidents: \$250 minimum, plus 15% administrative fee & actual costs of supplies and/or equipment used		
Fire/Public Safety Incidents: \$400 minimum, plus 15% administrative fee & actual costs of supplies and/or equipment used		
After first half-hour, fees set by State Fire Marshal Standardized Costs Schedule		

LIBRARY

Processing Fee - Lost & Damage	\$5.00 per WCCLS	\$5.00 per WCCLS
Collection Agency	\$10.00 per WCCLS	\$10.00 per WCCLS
Rogers Room Rental Fee		
Whole Room (per hour)	\$14.00	\$14.50
One Half (Divider Closed - per hour)	\$7.00	\$7.25
Inter-Library Loan	\$0 per WCCLS	\$0 per WCCLS
Library Late Fine	per WCCLS schedule	per WCCLS schedule
Public Online Printing	\$.10/page	\$.10/page
Public Copy Service	\$.10/page	\$.10/page

CITY RECORDER

City Council Packet Subscription (per 6 mos.)	\$206.00	\$212.00	
City Council Agenda Annual Subscription	\$36.00	\$37.00	
Liquor License			
Original Application	\$100.00	\$100.00	Set by ORS 471.166(7)
Change: Ownership, Location, Privilege Application	\$75.00	\$75.00	Set by ORS 471.166(7)

Forest Grove Fee Schedule Exhibit 2

	Adopted Fees - 7/1/15	Adopted Fees - 7/1/16	
Renewal or Temporary Application	\$35.00	\$35.00	Set by ORS 471.166(7)
Special Liquor License Permit	\$22.60	\$23.40	
Noise Variance Permit	\$17.80	\$18.35	
Copies			
Audio Cassette /VHS Tape	\$33.30	\$34.30	
Burn CD/DVD	\$22.60	\$23.40	
Photographs Burned to CD/DVD	\$22.60 (up to 30 photographs per disc)	\$23.40 (up to 30 photographs per disc)	
Photographs Burned to CD/DVD (continued)	\$0.57 per duplicate photograph copy	\$0.60 per duplicate photograph copy	
Document Copy	\$16.00 + \$.20/p over 10	\$16.50 + \$.20/p over 10	

ADMINISTRATIVE SERVICES

Hydrant Permit	\$49.50	\$51.00	
Lien Search	\$26.20	\$27.00	
Reserve Parking (monthly)	\$23.50	\$24.25	
Utility Bill Inserts	\$198.00	\$204.00	
Utility Billing Account Set-Up Fee - In-City	\$19.75	\$20.50	
Utility Billing Account Set-Up Fee - Out-of-City	\$39.50	\$41.00	
Utility Billing Account Transfer Fee - In-City	\$10.00	\$11.00	
Utility Billing Account Transfer Fee - Out-of-City	\$20.00	\$22.00	
Door Hanger Fee - In-City	\$14.00	\$14.50	
Door Hanger Fee - Out-of-City	\$28.00	\$29.00	
Failure to Keep Payment Arrangements	\$10.50	\$11.00	
Convenience Fee for Telephone Payment Execution	\$7.25	\$7.50	
Returned Item Processing Fee	\$28.00	\$29.00	
Passport Processing Fee	Fee set by State Department	Fee set by State Department	

ALL DEPARTMENTS

Research Fee - City Staff	57.25	59.00	
Research Fee - City Attorney's Office	Attorney's Hourly Billing Rate plus costs		Attorney's Hourly Billing Rate plus costs