

# RESOLUTION NO. 2022-3788



**A Resolution to update the Master Fee Schedule including the addition of Dog Impounding Fees, a Body-worn Camera Public Records Request Fee and a Cottage Cluster Design Review Fee.**

## **Recitals:**

1. The City performs and offers certain services, the cost of which are most reasonably borne by the resident, as opposed to paying for said services from general City funds.
2. In April, 2016, the City established a Master Fee Schedule via Resolution 2016-3268 to create transparency and increase efficiency in managing city services and was last updated via Resolution 2021-3722 in March of 2021.
3. The City Code was amended in December of 2021 to create the Type I cottage cluster design review fee via the adoption of Ordinance 2021-2889.
4. The City is in the process of purchasing and implementing a body-worn camera program, for which the data generated by these cameras will be subject to public records requests.
5. Per the Newberg Municipal Code section 6.10.080, any dog found off the premises of its owner, or off the premises of the person having control of such animal, shall be subject to being picked up and confined in a place of confinement selected by the city council which in this case is the Newberg Animal Shelter.
6. Per the Newberg Municipal Code section 6.10.090, the owner or person in control of such dog so picked up and/or confined may reclaim said animal upon paying to the city a per diem fee set by resolution for the care of such animal; and the term "one day" shall include any part of a day.
7. The City has met the requirement for providing an opportunity for public comment prior to the adoption of this fee resolution as required by ORS 294.160.
8. The City submitted Building fees on January 28, 2022 to the Oregon Building Codes Division and posted notice in the Newberg Graphic on January 26, 2022, per Oregon Administrative Rule 918-020-0220.

## **The City of Newberg Resolves as Follows:**

1. To approve the Cottage Cluster Design Review fee set at \$380.00.
2. To approve and adopt the Dog Impounding Fees including a kenneling fee set at \$25.00 per day and subsequent impound citation fees of \$75.00 for the second violation and \$150.00 for additional violations beyond the second per incident per calendar year.

3. To approve the public records request fees for body-worn camera footage set at \$70.00 plus \$35.00 per half hour of redaction prep past first hour.
4. To update the Master Fee Schedule approved via Resolution No. 2022-3788 for all city departments.
5. Have the fee schedule attached to this resolution as Exhibit A take effect April 1, 2022 with the exception of fees not subject to this approval process, as they are established separately via code or resolution.

**Effective Date** of this resolution is April 1, 2021.

**Adopted** by the City Council of Newberg, Oregon, this 22<sup>nd</sup> day of March, 2022



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Sue Ryan, City Recorder

**Attest** by the Mayor this \_\_\_ day of March, 2022.



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Rick Rogers, Mayor

Resolution 2022-3788 Exhibit A  
Master Fee Schedule

<b>CITY RECORDER</b>	
<b>PUBLIC RECORDS FEES</b> – Initially set by Resolution 2008-2771	
<i>Research Requests – These fees are in addition to any copy, shipping, and handling fees. When research is less than 15 minutes, research fees may be waived. Research is charged at 1 hour minimum and billed in 15 minute increments after 1 hour.</i>	
General records research	\$60.00 per hour
City Attorney research	\$150.00 per hour
Paper Copies and prints – Fees noted are for one sided copies. For two-sided copies, fees are double those shown.	
Letter, legal, or tabloid size. Larger sizes charged at third copy party rate	25 cents per copy
Copies by third party	Actual Cost
Shipping and Handling	Actual Cost
<b>Other Records</b>	
City of Newberg Street maps	\$3.00
Comprehensive Plan Map and Zoning Maps	\$15.00
Custom Maps – Engineering (GIS/Large)	\$15.00 per map plus \$62.00 per hour labor

<b>FINANCE</b>	
<b>GENERAL FEES</b>	
Lien Search	\$27.00
NSF returned checks	\$25.00
<b>MUNICIPAL SERVICES STATEMENT FEES - Administrative</b>	
Late Fee	\$20.00 per meter
Water Connection Fee	\$20.00 per meter
Water Re-connection Fee	\$50.00 per meter

Resolution 2022-3788 Exhibit A  
Master Fee Schedule

<b>FINANCE</b>	
<b>MUNICIPAL SERVICES STATEMENT FEES - Public Safety Fees <sup>1</sup></b>	
<b>Public Safety Fee</b>	
5/8" or 3/4" meter	\$3.00
1" meter	\$7.50
1.25" meter	\$10.50
1.5" meter	\$15.00
2" meter	\$24.00
3" meter	\$48.00
4" meter	\$75.00
6" meter	\$150.00
8" meter	\$240.00
10" meter	\$345.00
<b>Communications Officer Public Safety Fee <sup>2</sup></b>	
3/4" or 5/8" meter	\$2.30
1" meter	\$5.75
1.25" meter	\$8.05
1.5" meter	\$11.50
2" meter	\$18.40
3" meter	\$36.80
4" meter	\$57.50
6" meter	\$115.00
8" meter	\$184.00
10" meter	\$483.00
12" meter	\$609.50

<sup>1</sup> These fees are updated via a separate approval process.

<sup>2</sup> These fees are subject to annual adjustment on July 1 by percentage index equivalent to CPI-U West annual average.

Resolution 2022-3788 Exhibit A  
Master Fee Schedule

<b>FINANCE</b>		
<b>MUNICIPAL SERVICES STATEMENT FEES - Transportation Utility Fee <sup>1</sup></b>		
<b>Residential Land Uses</b>		
Single Family Detached Housing	\$5.19	per dwelling unit
Multi-Family	\$3.51	per dwelling unit
Mobile Home	\$2.72	per dwelling unit
<b>Non-Residential Land Uses</b>		
Class 1 - Manufacturing	\$3.87	per 1000 sf
Class 2 - Office	\$15.25	per 1000 sf
Class 3 - Auto Repair, Clinic	\$22.21	per 1000 sf
Class 4 - Sit Down Restaurant	\$34.81	per 1000 sf
Class 5 - Convenience Store, Drive Thru	\$101.09	per 1000 sf
Class 6 - Others		
Senior Adult Housing Attached	\$2.12	per dwelling unit
Congregate Care	\$1.17	per dwelling unit
Assisted Living	\$1.53	per bed
Continued Care Retirement Community	\$1.38	per unit
Hotel	\$4.70	per room
Motel	\$3.25	per room
City Park	\$1.09	per acre
County Park, Farmland, Commercial Agriculture	\$1.31	per acre
Golf Course	\$20.57	per hole
Public Elementary School	\$0.37	per student
Public Middle/Junior High School	\$0.47	per student
Public High School	\$0.50	per student
Private School (K-12)	\$1.43	per student
Junior/Community College	\$0.71	per student
University/College	\$0.99	per student
Quick Lubrication Veh. Shop	\$13.39	per service position
Gas/serve Station	\$56.29	per fueling position
Gas/Serve Station with Conv. Market	\$41.24	per fueling position
Food Cart	\$49.58	per food cart

<sup>1</sup> These fees are updated via a separate approval process.

Resolution 2022-3788 Exhibit A  
Master Fee Schedule

<b>FINANCE</b>	
<b>MUNICIPAL SERVICES STATEMENT FEES - Water Service Charges <sup>1</sup></b>	
<b>Service Charge (\$/month)</b>	\$3.25
<b>Meter Charge (\$/month)</b>	
3/4" meter	\$17.96
1" meter	\$30.53
1.5" meter	\$59.27
2" meter	\$95.19
3" meter	\$179.60
4" meter	\$299.93
6" meter	\$598.07
8" meter	\$957.27
10" meter	\$1,496.07
<b>Nonpotable Meter Charge (\$/month)</b>	
4" meter	\$62.21
8" meter	\$195.75
<b>Volume Charge (\$/ccf)</b>	
Single Family Residential	\$4.29
Multi-family Residential	\$3.50
Commercial	\$4.34
Industrial	\$4.89
Irrigation	\$8.03
Outside City	\$6.43
Public Agency	\$4.78
Non-Potable	\$2.80

<sup>1</sup> These fees are updated via a separate approval process.

Resolution 2022-3788 Exhibit A  
Master Fee Schedule

<b>FINANCE</b>	
<b>MUNICIPAL SERVICES STATEMENT FEES - Wastewater Service Charges <sup>1</sup></b>	
<b>Service Charge (\$/month)</b>	\$30.11
Multi-family per unit Charge	\$24.88
<b>Volume Charge (\$/ccf)</b>	
Single Family Residential	\$9.46
Multi-family Residential	\$9.46
Commercial 1	\$9.46
Commercial 2	\$12.00
Commercial 3	\$19.69
Industrial	\$12.00
Outside City	\$9.45
<b>Sewer Only (no water service) Flat Rate including monthly service charge</b>	<b>\$77.41</b>
<b>MUNICIPAL SERVICES STATEMENT FEES - Stormwater Service Charges <sup>1</sup></b>	
<b>Service Charge (\$/month)</b>	<b>\$14.54</b>

<sup>1</sup> These fees are updated via a separate approval process.

Resolution 2022-3788 Exhibit A  
Master Fee Schedule

<b>LIBRARY</b>	
Damage to Items	Time & Materials (up to replacement cost)
Lost or Destroyed Items	Price of the item. <i>Fines are set by CCRLS</i>
Computer Printing & Copies	20¢ each B & W 50¢ each Color
Exam Proctoring Fee	10¢ each B & W; 50¢ each color per page for printing \$5.00 per test
Inter Library Loan Fee	\$10 each after 10 items per year
Non-resident Library Card Fee	\$79 per year-Household
Scholarship (donated funds) may be available for those unable to pay the fee	\$40 for 6 months \$70 per year- Senior, \$35 for 6 months Free card to youth 18 and younger (Newberg materials only)

Resolution 2022-3788 Exhibit A  
Master Fee Schedule

<b>BUILDING</b>	
<b>PERMIT CENTER FEES</b>	
<b>Building Permit Fees - Valuation Table<sup>1,2</sup></b>	
\$1 - \$500	\$95.69
\$501 - \$2,000	\$95.69 for the first \$500 plus \$1.50 for each additional \$100 or fraction thereof, to and including \$2,000
\$2,001 - \$25,000	\$118.19 for the first \$2,000 plus \$7.80 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 - \$50,000	\$297.59 for the first \$25,000 plus \$5.85 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 - \$100,000	\$443.84 for the first \$50,000 plus \$3.90 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 and above	\$638.84 for the first \$100,000 plus \$3.25 for each additional \$1,000 or fraction thereof
<b>Demolition Permit</b>	\$95.69 flat fee – Complete Based on building value – Partial
<b>Fire Alarm Permit, Fire Sprinkler Permit – Commercial, Fire Suppression Permit – for Type 1 Hood</b>	Use Building Valuation Table
<b>Fire Sprinkler Permit – Residential Stand Alone</b>	Not part of the plumbing system, requires a building permit and plumbing (backflow) permit
<b>Solar</b>	\$95.69 - Prescriptive Based on Building Value - Non-Prescriptive
<b>Building Plan Review Fee</b>	85% of the Building Permit Fee
<b>Fire and Life Safety Plan Review Fee</b>	60% of the Building Permit Fee
<b>Construction Excise Tax</b>	1% of the building permit valuation Partial residential exemption of 50% available - subject to deed restriction
<b>Community Development Fee<sup>1</sup></b>	.75% of the project valuation

<sup>1</sup> See Glossary for Valuation Definitions

<sup>2</sup> See Glossary for ICC Valuation Data February 2022

Resolution 2021-3788 Exhibit A  
Master Fee Schedule

<b>BUILDING</b>	
<b>PERMIT CENTER FEES</b>	
<b>Grading Permit Fees - Valuation Table</b>	
0 – 50 Cubic Yards	No permit required
51 - 100 Cubic Yards	\$95.69
101 - 1,000 Cubic Yards	\$95.69 for the first 100 Cubic Yards plus \$21.68 for each additional 100 Cubic Yards or fraction thereof
1,001 - 10,000 Cubic Yards	\$290.81 for the first 1,000 Cubic Yards plus \$29.48 for each additional 1,000 Cubic Yards or fraction thereof
10,001 – 100,000 Cubic Yards	\$556.13 for the first 10,000 Cubic Yards plus \$82.10 for each additional 10,000 Cubic Yards or fraction thereof
100,001 Cubic Yards and above	\$1,295.03 for the first 100,000 Cubic Yards plus \$45.23 for each additional 100,000 Cubic Yards or fraction thereof
<b>Grading Plan Review Fee<sup>1</sup></b>	85% of the Grading Permit Fee
<b>Phased Permit Fees<sup>1</sup></b>	\$309.25 plus 10% of the Building Permit Fee with a maximum of \$1,500 excluding Phase 1
<b>Other Fees:</b>	
Inspections Outside of normal business hours	\$95.69 per hour minimum of 2 hours
Additional plan review required by changes, additions or revisions to approved plans, Inspections for which no fee is specifically indicated, occupancy change	\$95.69 first hour, fraction thereof each ¼ hour, minimum of 1 hour
Reinspection Fee	\$95.69 each
Investigation Fee	\$95.69 per hour minimum ¼ hour
Deferred Submittal	\$247.39 for each deferred or 10% of the permit fee for the value of the deferred work, whichever is greater

<sup>1</sup> See Glossary for Valuation Definitions

Resolution 2022-3788 Exhibit A

Master Fee Schedule

<b>BUILDING - Mechanical</b>		
<b>PERMIT CENTER FEES</b>		
<b>Furnace:</b>	<b>Res Fee</b>	<b>Com Value</b>
FAU/Gravity Furnace <100K BTU	\$23.59	\$1,785.98
FAU/Gravity Furnace > 100K BTU	\$23.59	\$2,060.75
Wall/Floor/Suspended/Mounted	\$23.59	\$1,785.98
<b>Other Heating Units:</b>		
<b>Wood/Fireplace/Masonry/Factory Built</b>	\$38.57	\$1,373.84
<b>Room Heaters, Non-Portable</b>	\$23.59	\$137.39
<b>Appliance Vents and Air Ducts</b>	\$13.09	\$824.31
<b>Boilers/Compressors/Absorption Systems:</b>		
1 - 100K BTU	\$22.10	\$1,785.98
101K – 500K BTU	\$35.84	\$3,159.81
501K – 1,000K BTU	\$49.04	\$4,258.87
1,001K – 1,750K BTU	\$71.50	\$6,319.80
> 1,750K BTU	\$116.43	\$9,204.66
<b>Air Handler:</b>		
1 - 10K CFM	\$17.61	\$2,060.75
>10K CFM	\$23.59	\$2,060.75
<b>Evaporative Coolers</b>	\$23.59	\$1,785.98
<b>Ventilation and Exhaust:</b>		
Ventilation Fan – Single Duct	\$13.09	\$824.31
Ventilation System	\$17.61	\$824.31
<b>Exhaust Hoods</b>	\$17.61	\$1,373.84
<b>Incinerator:</b>		
Domestic	\$26.60	N/A
Commercial/Industrial	N/A	\$8,517.76
<b>Gas Piping:</b>		
Gas Pipe Outlet 1-4	\$16.10	\$684.88
Gas Pipe Outlet Each Outlet over 4	\$7.10	\$137.39
<b>Miscellaneous: Clothes Dryer/Water Heater/Etc.</b>	\$17.61	N/A
<b>Minimum Fee (min fee is charged unless the calculated fee is greater ):</b>	\$95.69	N/A

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Master Fee Schedule

<b>BUILDING - Mechanical</b>	
<b>PERMIT CENTER FEES</b>	
<b>Mechanical Permit Fee - Valuation Table – Commercial/Industrial</b>	
\$1 - \$2,000	\$95.69
\$2,001 - \$5,000	\$95.69 for the first \$2,000 and \$2.30 for each additional \$100 or fraction thereof, to and including \$5,000
\$5,001 - \$10,000	\$164.69 for the first \$5,000 and \$1.80 for each additional \$100 or fraction thereof, to and including \$10,000
\$10,001 - \$50,000	\$254.69 for the first \$10,000 and \$1.50 for each additional \$100 or fraction thereof, to and including \$50,000
\$50,001 - \$100,000	\$854.69 for the first \$50,000 and \$1.25 for each additional \$100 or fraction thereof, to and including \$100,000
\$100,001 and above	\$1,479.69 for the first \$100,000 and \$1.10 for each additional \$100 or fraction thereof
<b>Type 1 Hood</b>	Use Mechanical valuation table
<b>Mechanical Plan Review Fee</b>	50% of the Mechanical permit fee

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Master Fee Schedule

<b>BUILDING - Plumbing</b>	
<b>PERMIT CENTER FEES</b>	
<b>1 &amp; 2 Family New:</b>	
1 Bath	\$232.08
2 Bath	\$306.96
3 Bath	\$381.84
Each additional bath/kitchen	\$95.69
<b>1 &amp; 2 Family Alteration</b>	
Per Fixture	\$22.47
<b>1 &amp; 2 Family Fire Sprinkler system – multi-purpose (is part of the plumbing system):</b>	
0 - 2,000 Square Feet	\$95.69
2,001 - 3,600 Square Feet	\$127.55
3,601 - 7,200 Square Feet	\$159.46
>7,201 Square Feet	\$223.23

Resolution 2022-3788 Exhibit A  
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<b>BUILDING - Plumbing</b>	
<b>PERMIT CENTER FEES</b>	
<b>Commercial:</b>	
Per Fixture	\$22.47
<b>Water/Sanitary/ Sewer:</b>	
First 100 Feet	\$95.69
Each additional	\$37.45
<b>1 &amp; 2 Family Rain Drains: Downspouts</b>	<b>\$95.69</b>
<b>Miscellaneous:</b>	
Alternative Water Heating	\$95.69
Backflow Device	\$95.69
Minimum Fee: Minimum Fee is charged unless the calculated fee is greater	\$95.69
<b>Medical Gas Permit Fee - Valuation Table</b>	
\$1 - \$25,000	\$300.88
\$25,001 - \$50,000	\$300.88 for the first \$25,000 + \$5.85 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 - \$100,000	\$447.13 for the first \$50,000 + \$3.90 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 and above	\$642.13 for the first \$100,000 + \$3.25 for each additional \$1,000 or fraction thereof
<b>Plumbing Plan Review Fee</b>	<b>50% of the Plumbing Permit Fee</b>
<b>Technology Fee (This fee will be added to all Planning, Engineering and Building Fees. This does not apply to System Development Charges.)</b>	<b>5% of the permit amount</b>

Resolution 2022-3788 Exhibit A  
Master Fee Schedule

<b>BUILDING - Manufactured Parks</b>									
<b>PERMIT CENTER FEES</b>									
<b>Manufactured Dwelling Park Permit Fee – Table 1</b>									
\$1 - \$500					\$15.00				
\$501 - \$2,000					\$15.00 for the first \$500 plus \$2.00 for each additional \$100 or fraction thereof, to and including \$2,000				
\$2,001 - \$25,000					\$45.00 for the first \$2,000 plus \$9.00 for each additional \$1,000 or fraction thereof, to and including \$25,000				
\$25,001 - \$50,000					\$252.00 for the first \$25,000 plus \$6.50 for each additional \$1,000 or fraction thereof, to and including \$50,000				
\$50,001 - \$100,000					\$414.50 for the first \$50,000 plus \$4.50 for each additional \$1,000 or fraction thereof, to and including \$100,000				
\$100,001 - \$500,000					\$639.50 for the first \$100,000 plus \$3.50 for each additional \$1,000 or fraction thereof, to and including \$500,000				
\$500,001 - \$1,000,000					\$2,039.50 for the first \$500,000 plus \$2.00 for each additional \$1,000 or fraction thereof, to and including \$1,000,000				
\$1,000,001 and above					\$3,039.50 for the first \$1,000,000 plus \$2.00 for each additional \$1,000 or fraction thereof				
<b>Manufactured Dwelling Park Valuation Fee - Table 2<sup>1</sup></b>									
Park Class	<b>Spaces Per Acre</b>								
	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>
	<b>A</b>	20,625.00	19,282.85	18,164.40	17,269.64	16,374.86	15,703.79	15,256.41	14,998.85
<b>B</b>	19,237.42	18,261.59	16,776.82	15,882.05	14,987.30	14,316.21	13,868.85	13,645.14	13,295.63
<b>C</b>	18,566.33	17,573.70	16,105.75	15,210.97	14,920.88	13,645.14	13,197.76	12,974.06	12,750.36

<sup>1</sup> See glossary for definitions

Resolution 2022-3788 Exhibit A  
Master Fee Schedule

<b>BUILDING - Manufactured Parks</b>
<b>PERMIT CENTER FEES</b>
<p><b>Formula for Manufactured Dwelling Park Permit and Plan Review Fee:</b></p> <ol style="list-style-type: none"> <li>1. Square Feet of Area being developed ÷ 43,560 (43,560 = 1 acre)</li> <li>2. Number of spaces ÷ number of acres = valuation in Table 2</li> <li>3. Valuation in Table 2 x Number of spaces = Permit Fee in Table 1</li> <li>4. The Permit Fee is taken from Table 1</li> <li>5. The Plan Review Fee is 85% of the Permit Fee</li> </ol>

<b>BUILDING - Recreational Parks</b>	
<b>PERMIT CENTER FEES</b>	
<b>Recreational Park Permit Fee – Table 1</b>	
\$1 - \$500	\$15.00
\$501 - \$2,000	\$15.00 for the first \$500 plus \$2.00 for each additional \$100 or fraction thereof, to and including \$2,000
\$2,001 - \$25,000	\$45.00 for the first \$2,000 plus \$9.00 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 - \$50,000	\$252.00 for the first \$25,000 plus \$6.50 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 - \$100,000	\$414.50 for the first \$50,000 plus \$4.50 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 - \$500,000	\$639.50 for the first \$100,000 plus \$3.50 for each additional \$1,000 or fraction thereof, to and including \$500,000
\$500,001 - \$1,000,000	\$2,039.50 for the first \$500,000 plus \$2.00 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
\$1,000,001 and above	\$3,039.50 for the first \$1,000,000 plus \$2.00 for each additional \$1,000 or fraction thereof

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Master Fee Schedule

BUILDING - Recreational Parks									
PERMIT CENTER FEES									
Recreational Park Valuation Fee <sup>1</sup> - Table 2									
Park Class	Spaces Per Acre								
	6	8	10	12	14	16	18	20	22
A	2,637	2,470	2,320	2,189	2,074	1,978	1,907	1,849	1,798
B	2,483	2,317	2,176	2,035	1,920	1,824	1,754	1,696	1,645
C	1,792	1,626	1,485	1,344	1,229	1,133	1,062	1,005	954
<b>Formula for Recreational Park Permit and Plan Review Fee:</b> 1. Square Feet of Area being developed ÷ 43,560 (43,560 = 1 acre) 2. Number of spaces ÷ number of acres = valuation in Table 2 3. Valuation in Table 2 x Number of spaces = Permit Fee in Table 1 4. The Permit Fee is taken from Table 1 5. The Plan Review Fee is 85% of the Permit Fee									

BUILDING - Manufactured Building	
PERMIT CENTER FEES	
Manufactured Building Permit Fees:	
Manufactured Building in a Park	\$691.68 Flat Fee
Manufactured Building Elsewhere	\$854.40 Flat Fee
Manufactured Building Commercial	Based on Building Value

<sup>1</sup> See glossary for definitions

Resolution 2022-3788 Exhibit A  
Master Fee Schedule

<b>PLANNING</b>	
<b>PERMIT CENTER FEES</b>	
Pre-Application Review	\$100.00
<b>Type I (Administrative Review):</b>	
Any Type I action not specifically listed in this section	\$190.00
ADU Design Review	\$190.00
Cottage Cluster Design Review	\$380.00
Property Consolidation	\$190.00
Code Adjustment	\$475.00
Design Review – (Commercial/Industrial minor addition review)	0.3% of project value, \$475 minimum
Minor modification or extension of Type I decision	\$190.00
Major modification of Type I decision	50% of original fee
Partition final plat	\$954 + \$83 per parcel
Property line adjustment	\$954.00
Sign review	\$84 + \$1 per sq. ft. of sign face
Subdivision, PUD or Condominium final plat	\$1,912 + \$83 per lot or unit
<b>Type II (Land Use Decision):</b>	
Any Type II action not specifically listed in this section	\$954.00
Minor modification or extension of Type II decision	\$190.00
Major modification of Type II decision	50% of original fee
Design Review (Including Mobile/Manufactured Home Parks)	0.6% of total project cost, \$954 minimum
Partition preliminary plat	\$954 + \$83 per parcel
Subdivision preliminary plat	\$1,912 + \$83 per lot
Variance	\$954.00
<b>Type III (Quasi-Judicial Review)</b>	
Any Type III action not specifically listed in this section	\$2,026.00
Annexation	\$2,663 + \$254 per acre
Comprehensive plan amendment (Site specific)	\$2,496.00
Conditional Use Permit	\$2,026.00

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<b>PLANNING</b>	
<b>PERMIT CENTER FEES</b>	
Minor modification or extension of Type III decision	\$190.00
Major modification of Type II decision	50% of original fee
Historic Landmark establishment or modification	\$0.00
Historic Landmark elimination	\$2,323.00
Planned Unit Development	\$4,046 + \$83 per unit
Subdivision preliminary plat	\$1,912 + \$83 per lot
Zoning Amendment (site specific)	\$2,523.00
<b>Type IV (Legislative amendments)</b>	
Comprehensive plan text amendment or large scale map revision	\$2,870.00
Development Code text amendment or large scale map revision	\$2,870.00
<b>Appeals</b>	
Type I or II Appeal to Planning Commission	\$547.00
Type I or II Appeal to City Council	\$992.00
Type III Appeal to City Council	\$1,165.00
Type I Adjustments or Type II variances that are not designed to regulate the physical characteristics of a use permitted outright	\$307.00
Exhibitor license fee appeal to the City Council	50% of Exhibitor License Fee
<b>Other Fees:</b>	
Technology Fee <b>(This fee will be added to all Planning, Engineering and Building Fees. This does not apply to System Development Charges.)</b>	5% of the permit amount
Expedited Land Division	\$7,109 + \$83 per lot or unit
Urban Growth Boundary amendment	\$4,543.00
Vacation of Public Right-of-Way	\$1,885.00
Fee-in-lieu of Parking Program	\$14,689 per vehicle space
Bike Rack Cost Sharing Program	\$100 per rack
<b>License Fees:</b>	
Temporary Merchant	\$113/45 days or \$377 perpetual
Home Occupation	\$25.00
Business License	\$50.00
Peddler/Solicitor/Street Vendor License	No additional fees – business license fee only
Exhibitor License	\$140 Application Fee

Resolution 2022-3788 Exhibit A  
Master Fee Schedule

<b>POLICE</b>	
Alarm Permit: False alarms – First 2 free, 3 to 9 false alarms	\$50.00 per incident per calendar year
Alarm Permit: False alarms – Over 10	\$100 per incident per calendar year
Dance Permit	\$10.00
Liquor License Applications	\$25.00
<b>Dog Impound Fees</b>	
Kenneling Fees	\$25.00 per day, plus required medical costs associated with
Subsequent impound citation – 2nd violation	\$75.00 per incident per calendar year
Subsequent impound citation – 3rd + violations	\$150.00 per incident per calendar year
<b>Police Public Records</b>	
Certified Background Check	\$35.00 per person
Electronic documents or file copied to CD or DVD	\$13.50 per disk
Photographs from negatives or slides	\$15.00 for first photo plus \$1.00 per photo each additional photo
Reports, up to 10 pages	\$15.00
Reports over 10 pages	\$27.18/hour labor over ½ hour plus copying, shipping & handling fees
Tapes: Audio	\$37.00
Body Cam (USB)	\$70.00 plus \$35.00 per half hour of redaction prep past first hour
Tapes: VHS or VHS to CD / USB	\$39.00

Resolution 2022-3788 Exhibit A  
Master Fee Schedule

<b>PUBLIC WORKS - Operations</b>	
Newgrow Compost (Bulk)	Fees set by City Manager
Newgrow Compost (Bag)	Fees set by City Manager
Sawdust	\$30.00 per cubic yard
Septic Drop-off (permitted septic companies only)	\$.15 per gallon
Recreational Vehicle Waste	\$5.00 per vehicle

<b>PUBLIC WORKS - Maintenance</b>	
<b>Hydrant Meter Fees</b>	
Non-refundable Application Fee	\$150 (covers first 10,000 gallons of water used)
Water usage fee > 10,001 gallons	Charged at the current commercial volume rate
Billing Fee	\$10/month
Rental Fee	\$50/month

Resolution 2022-3788 Exhibit A  
Master Fee Schedule

<b>PUBLIC WORKS - Engineering</b>		
<b>PERMIT CENTER FEES</b>		
<b>System Development Charges<sup>2</sup></b>		
<b>Wastewater Development Fee<sup>1</sup>:</b>		
For the first 18 fixture units	\$7,983.75	
Per each fixture unit over 18	\$444.86	
Efficiency Dwelling Unit <sup>1</sup> (per each fixture unit)	\$444.86	
<b>Water Development Fee<sup>1</sup>:</b>	<b>Potable</b>	<b>Nonpotable</b>
3/4" meter	\$6,443.86	\$4,232.74
1" meter	\$10,954.32	\$7,195.39
1.25" meter	\$16,109.67	\$10,581.84
1.5" meter	\$21,265.04	\$13,968.31
2" meter	\$34,152.76	\$22,432.46
3" meter	\$64,440.01	\$42,326.06
4" meter	\$107,614.99	\$70,685.14
6" meter	\$212,652.94	\$139,676.40
8" meter	\$341,532.96	\$224,328.51
10" meter	\$494,040.49	\$324,500.67
Efficiency Dwelling Unit <sup>1</sup>	\$456.86	
<b>Storm System Development Fee:<sup>1</sup></b>		
Single Family - Equivalent Dwelling Unit (EDU) <sup>1</sup>	\$438.28 flat fee	
Other than Single Family	(Impervious Area/2877) x \$438.28	

<sup>1</sup> See glossary for definitions

<sup>2</sup> These fees are established via a separate approval process, but increased in accordance with the inflationary index established in the Newberg Municipal Code.

Resolution 2022-3788 Exhibit A  
Master Fee Schedule

<b>PUBLIC WORKS - Engineering</b>			
<b>PERMIT CENTER FEES</b>			
<b>Transportation Development Fee<sup>2</sup>:</b>			
Single Family – LDR per unit	\$7,617.87		
Multi Family – MDR per unit	\$5,004.00		
Condominium	\$3,883.97		
Manufactured Home – in a park	\$4,481.50		
Manufactured Home – Elsewhere	\$7,617.87		
Commercial/Industrial	See formula in Transportation System Plan		
Efficiency Dwelling Unit <sup>1</sup>	\$1,924.87		
<b>Wastewater Connection Fee</b>	Actual costs		
<b>Water Connection Fee</b>	Actual costs		
<b>Signalization Fee - Single Family</b>	\$245.89		
	<b>BASE</b>	<b>ADDITIONAL</b>	<b>PER</b>
<b>Sidewalk or Driveway approach permit and inspection</b>	\$31.79	\$0.30	Square Feet
<b>Public street ADA ramp review and inspection</b>	\$37.78	N/A	Each ramp
<b>Land Use Review Fees:</b>	<b>BASE</b>	<b>ADDITIONAL</b>	<b>PER</b>
Planning review, Partition, Subdivision, and Planned Unit Development (Type II/III applications)	\$310.06	\$13.78	lot after 19
	2-19 lots		
Final plat review, partition and subdivision	\$310.06	\$7.79	each lot or parcel
Development Review for public improvements on Commercial, Industrial, Institutional zone, and Multifamily developments	\$433.62	\$247.69	Additional first acre

<sup>1</sup> See glossary for definitions

<sup>2</sup> These fees are established via a separate approval process, but increased in accordance with the inflationary index established in the Newberg Municipal Code.

Resolution 2022-3788 Exhibit A  
Master Fee Schedule

<b>PUBLIC WORKS - Engineering</b>			
<b>PERMIT CENTER FEES</b>			
<b>Construction/Site Development Plan Review and Inspection Fees</b>	<b>BASE</b>	<b>ADDITIONAL</b>	<b>PER</b>
<b>Erosion Control Plan review and inspection:</b>			
500 To 5000 Square Feet disturbed	\$185.31	N/A	each permit
5001 Square Feet to less than 1 acre disturbed	\$433.62	N/A	each permit
1 acre and larger disturbed	By DEQ permit	N/A	N/A
Technology Fee <b>(This fee will be added to all Planning, Engineering and Building Fees. This does not apply to System Development Charges.)</b>	5% of the permit amount		
<b>Site Improvement:</b>			
Public Improvement site development permit – refer to application form for additional fee details	5%	N/A	Public construction cost estimate
Single Family house Site Plan Review, stormwater review and Engineering Building permit final	\$185.31	N/A	EACH PERMIT
<b>Stormwater:</b> Commercial/Industrial/Multi Family private facility storm drainage plan review and final inspection for water quality/quality facilities	\$371.24 First Acre	\$92.95 Additional Developed Acre	
<b>Reinspection Fee</b>	\$62.38		
<b>Hardship Requests</b>	\$247.69		
<b>Utility Right of Way Non-refundable Application Fee</b>	\$500.00		
<b>Right of Way, Easement Review</b>	\$310.06		
<b>Subsurface Permit for Franchise</b>	\$185.31		
<b>Stormwater Fee in lieu - Private</b>	\$1.50/SF		
<b>Stormwater Fee in lieu - Public</b>	\$2.00/SF		

**Building Permit Fees** - Building Valuation Table (see page 24): The Fee complies with the definition of “valuation” in Section 423 of the State of Oregon Structural Specialty Code and includes Architectural, Structural, Electrical, Plumbing, Heating, Ventilation Devices and Equipment. The valuation also includes the contractor’s profit which should not be omitted. The determination of value or valuation under any provisions of this code shall be made by the Building Official. The value shall be the estimated amount from the City of Newberg building valuation data table or the estimated value including all construction work for which the permit is issued as well as all finish work, painting, roofing, electrical , plumbing, heating, air conditioning, elevators, fire extinguishing systems and any other permanent equipment, whichever is greater.

The square foot construction costs table determines the cost of the project by the building use and type of construction. To calculate the valuation, the cost per square foot is multiplied by the projects total square footage. For projects where square footage is not added, the value is calculated by multiplying product value by 1.6 to determine valuation.

## NEWBERG MASTER FEE GLOSSARY FOR 2022-23

## Valuation Table ICC Valuation Data February 2022

SQUARE FOOT CONSTRUCTION COSTS		TYPE OF CONSTRUCTION								
GROUP	(INTERNATIONAL BUILDING CODE)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1	ASSEMBLY, THEATERS, WITH STAGE	309.06	298.66	291.64	280.58	263.98	255.82	272.02	244.80	237.02
A-1	ASSEMBLY, THEATERS, WITHOUT STAGE	282.85	272.45	265.42	254.37	237.77	229.61	245.81	218.59	210.80
A-2	ASSEMBLY, NIGHTCLUBS	237.31	230.23	224.56	215.36	202.99	197.40	207.69	183.68	177.40
A-2	ASSEMBLY, RESTAURANTS, BARS, BANQUET HALLS	236.31	229.23	222.56	214.36	200.99	196.40	206.69	181.68	176.40
A-3	ASSEMBLY, CHURCHES	286.90	276.49	269.47	258.42	242.23	234.07	249.86	223.05	215.26
A-3	ASSEMBLY, GENERAL, COMMUNITY HALLS, LIBRARIES, MUSEUMS	244.77	234.37	226.34	216.29	198.94	191.79	207.73	179.77	172.98
A-4	ASSEMBLY, ARENAS	281.85	271.45	263.42	253.37	235.77	228.61	244.81	216.59	209.80
B	BUSINESS	240.90	232.07	223.51	214.08	194.91	187.36	205.68	172.02	164.34
E	EDUCATIONAL	257.70	248.89	242.35	231.90	216.47	205.54	223.92	189.21	183.31
F-1	FACTORY AND INDUSTRIAL, MODERATE HAZARD	144.93	138.11	130.39	125.40	112.49	107.10	120.02	92.69	86.88
F-2	FACTORY AND INDUSTRIAL, LOW HAZARD	143.93	137.11	130.39	124.40	112.49	106.10	119.02	92.69	85.88
H-1	HIGH HAZARD, EXPLOSIVES	135.29	128.47	121.75	115.76	104.14	97.75	110.39	84.34	N.P.
H234	HIGH HAZARD	135.29	128.47	121.75	115.76	104.14	97.75	110.39	84.34	77.53
H-5	HPM	240.90	232.07	223.51	214.08	194.91	187.36	205.68	172.02	164.34
I-1	INSTITUTIONAL, SUPERVISED ENVIRONMENT	244.45	236.08	229.06	219.82	202.16	196.58	220.10	181.25	175.81
I-2	INSTITUTIONAL, HOSPITALS	401.22	392.40	383.83	374.40	354.29	N.P.	366.00	331.40	N.P.
I-2	INSTITUTIONAL, NURSING HOMES	279.15	270.32	261.76	252.33	234.64	N.P.	243.93	211.75	N.P.
I-3	INSTITUTIONAL, RESTRAINED	273.40	264.57	256.00	246.57	229.13	220.58	238.17	206.24	196.56
I-4	INSTITUTIONAL, DAY CARE FACILITIES	244.45	236.08	229.06	219.82	202.16	196.58	220.10	181.25	175.81
M	MERCANTILE	177.02	169.94	163.27	155.07	142.48	137.88	147.40	123.17	117.89
R-1	RESIDENTIAL, HOTELS	246.94	238.56	231.54	222.30	204.35	198.77	222.58	183.44	178.00
R-2	RESIDENTIAL, MULTIPLE FAMILY	206.81	198.43	191.41	182.17	165.41	159.83	182.46	144.50	139.06
R-3	RESIDENTIAL, ONE- AND TWO-FAMILY	192.58	187.37	182.53	178.04	172.85	166.59	175.01	160.35	150.87
R-4	RESIDENTIAL, CARE/ASSISTED LIVING FACILITIES	244.45	236.08	229.06	219.82	202.16	196.58	220.10	181.25	175.81
S-1	STORAGE, MODERATE HAZARD	134.29	127.47	119.75	114.76	102.14	96.75	109.39	82.34	76.53
S-2	STORAGE, LOW HAZARD	133.29	126.47	119.75	113.76	102.14	95.75	108.39	82.34	75.53
U	UTILITY, MISCELLANEOUS	104.98	99.04	93.31	89.21	80.44	74.45	85.33	63.42	60.43
A. PRIVATE GARAGES AND COVERED DECKS, USE UTILITY, MISCELLANEOUS										
B. UNFINISHED BASEMENTS (GROUP R-3) = \$23.20 PER SQ. FT.										
C. FOR SHELL ONLY BUILDINGS DEDUCT 20 PERCENT										
D. N.P. = NOT PERMITTED										
E. CARPORT, COVERED PORCH, PATIO, OR DECK SQUARE FOOTAGE SHALL BE CALCULATED SEPARATELY AT 50% OF THE VALUE OF A PRIVATE GARAGE FROM THE ICC BUILDING VALUATION DATA TABLE CURRENT AS OF APRIL 1 – OAR 918-050-0100										

**Community Development Fee:** Revenues are used to cover the costs of operating the Permit Center. The Permit Center provides services including customer information, planning and zoning, and engineering review that are necessary prior to building plan review, and are not covered under Building Plan Review Fees.

**Grading Plan Review Fee:** The fee for Grading Permit authorizing additional work to that under a valid permit shall be the difference between the fee paid for the original permit and the fee shown for the entire project.

**Manufactured Dwelling Park Valuation Fee – Table 2 Definitions**

- \* Deduct 10% from the valuation of parks constructed east of the cascade summit
- \* Class A Parks contain paved streets, curbs and sidewalks
- \* Class B Parks contain no paved streets, no curbs but have sidewalks on one side of each street
- \* Class C Parks contain no paved streets, no curbs but have sidewalks on one side of each street
- \* Parks containing spaces in more than one class, figure the spaces in each class; then add them together to obtain the total valuation for the park.
- \* The Area Development Permit does not include permits or related fees for buildings, manufactured dwelling installations, accessory buildings or structures, mechanical, plumbing or electrical systems, boiler, or elevated or permits required by other agencies.
- \* See Oregon Administrative Rule (OAR) 918-600-030 for plan review and inspection fees based on this valuation

**Phased Permit Fees:** in each phase of Building, Phase 1 – Foundation, Phase 2 – Building “Shell”, Phase 3 – Completion, Building Permits may be obtained as phased permits under the following conditions: 1) In each phase there must be sufficient information provided in order to allow a complete review of the plans. 2) Plans shall be prepared by a licensed Oregon architect or engineer. 3) Deferral of any submittal items shall have prior approval of the Building Official. The licensed Oregon architect or engineer of record shall list the deferred submittals on the plans and shall review the deferred submittal documents for compatibility with the design of the building prior to submittal to the Building Official for review. 4) The City of Newberg will accept plans submitted in the sequence listed for phased development. 5) Grading and site utilities are not part of the phase program.

**Recreational Park Valuation Fee - Table 2 Definitions**

- \* Deduct 10% from the valuation of parks and camps constructed east of the cascade summit
- \* Class A Parks and camps contain paved streets and electric, water and sewer service to each R.V or camping space
- \* Class B Parks and camps contain electric, water and sewer service to each R.V. or camping space, but do not have paved streets
- \* Class C Parks and camps contain a combination of no more than two services involving electric, water or sewer and do not have paved streets
- \* When a park or camp contains spaces in more than one class, figure the spaces in each class, then add them together to obtain the total valuation

**Recreational Park Valuation Fee - Table 2 Definitions (continued)**

\* The area developed permit does not include permits or related fees for buildings, manufactured dwelling installations, accessory buildings or structures, mechanical, plumbing or electrical systems, boiler, or elevators, or permits required by other agencies

\* See Oregon Administrative Rule (OAR) 918-600-030 for plan review and inspection fees based on this valuation

**PERMIT CENTER –ENGINEERING****SYSTEM DEVELOPMENT CHARGES DEFINITIONS**

**Efficiency Dwelling Unit (EDU):** A Studio or one bedroom dwelling unit with less than 600 square feet floor area and one bathroom. The unit is located on a lot with other dwelling units or primary uses.

**Wastewater Development Fee:** Revenues are used to maintain the City's Wastewater System. This fee is collected for any new connections to the City's Wastewater System and is determined by the number of fixture units i.e. sink, bathtub, etc. in the unit.

**Water Development Fee:** Revenues are used to maintain the City's Water System. This fee is collected for each new connection to the City's water system and is determined by the size of the water meter. Standard single family meter size is ¾".

**Storm System Development Fee:** Revenues are used to maintain the City's Stormwater System. This fee is collected for each new development that connects to or otherwise uses the City Stormwater System and is determined by the square feet of impervious area. Impervious surface is the hard surface area which either prevents or retards entry of water into the soil mantle and/or causes water to run off the surface in greater quantities or at an increased rate of flow from that present under natural conditions. Impervious surface areas include, but are not limited to, rooftops, concrete or asphalt paving, walkways, patios, driveways, parking lots or storage areas and trafficked gravel or other surfaces which impede the natural infiltration or runoff of surface water. An equivalent dwelling unit (EDU) is equal to 2,877 square feet of impervious area.

**Transportation System Development Fee:** Revenues are used for future expansion of the City's Streets. This fee is collected for each new development that connects to the City's current street system and is determined by a methodology utilizing a PM peak hour person trip-end (PMPHPT) basis for calculating future trip growth. The formula used to calculate the fee is:  $SDC\ Fee^1 = UNIT \times ITE\ Trip\ Rate \times 1.68 \times \$4,436.75\ ITE\ Trip\ Generation\ Rates$ .

Newberg Dundee Police Department

Dog Owner Redemption Form

Owner Name: \_\_\_\_\_ Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Pet Name: \_\_\_\_\_ Breed: \_\_\_\_\_ Color: \_\_\_\_\_

Pet License #: \_\_\_\_\_ Dog Gender: Male / Female Spayed/Neutered: Yes / No

Intake Date: \_\_\_\_\_ Release Date: \_\_\_\_\_

Day(s) Held: \_\_\_\_\_ X Daily Rate \$25.00 \$ \_\_\_\_\_

+ Impound Fees \$ \_\_\_\_\_

+ Medical Expenses \$ \_\_\_\_\_

= Total Due \$ \_\_\_\_\_

\*\*\*Dog returned as a result of Impound\*\*\*

\_\_\_\_\_ I understand that my dog is being returned to me **AS IS**. I agree to hold the City of Newberg harmless from any demand in regards to condition of health. I understand that my dog may have come into contact with disease as a result of running at large.

\_\_\_\_\_ I understand that I have 30 days to provide proof that the above dog is current on rabies vaccine and licensing. Licensing can be issued at either Newberg Veterinary Hospital located at 3716 N. Portland Road, Newberg or Homeward Bound Pets located at 10601 SE Loop Rd, McMinnville. I understand that failure to comply within the 30-days may result in an additional licensing fees. I may also be subject to a failure to inoculate citation which has a maximum fine of \$720.00. Rabies vaccination certificates can be emailed to [licensing@hbpets.org](mailto:licensing@hbpets.org). Upon receipt of a valid rabies certificate, a confirmation receipt will be emailed to you if we have an address on file.

\_\_\_\_\_ I understand that subsequent impounds within a 12 month period will result in an increased fee and potential citation.

- Fee waived
- 1<sup>st</sup> impound = Kenneling fees (\$25.00 per day),
- 2<sup>nd</sup> impound = \$75.00 plus kenneling fees (\$25.00 per day)
- 3<sup>rd</sup> + impound = \$150.00 plus kenneling fee (\$25.00 per day)

\_\_\_\_\_ I have been given a copy of the Newberg City Ordinance 6.10.010 and 6.10.020 (Violation's Defined) and had the opportunity to ask questions about them.

Owners Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Witnesses Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\* You must call the Newberg Animal Shelter to schedule an appointment to pick up your dog (503) 554-9285