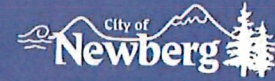


# REQUEST FOR COUNCIL ACTION



**Date Action Requested: June 1, 2026**

Order <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Information <input type="checkbox"/> No. 2026-4022	
Subject: <b>A Resolution to update the Master Fee Schedule including removal of the Communication Officer Public Safety Fees as well as updates to the Wastewater and Transportation SDC fees</b>	Staff: <b>Dan Keuler, Accounting Manager</b> Department: <b>Finance</b> File No.
Business Session	Order On Agenda:
Hearing Type: Administrative	

## Recommendation:

Adopt Resolution No. 2026-4022, a resolution updating the Master Fee Schedule for the City of Newberg.

## Executive Summary:

The Master Fee Schedule (MFS) was established in April 2016 with Resolution 2016-3268 and last updated in March of 2025 via Resolution 2025-3961. The MFS does not include any franchise fees, city taxes, or pass-through fees collected for other entities. Various fees are tied to consumer price index (CPI) measurements. The fee-in-lieu of parking program fee is tied to the Engineering News Record Construction Cost Index for Seattle for December of each year, which for 2025 is 4.1%. All other rates subject to annual CPI increase use the CPI-U, which for December 2025 is 2.7%. These fees subject to the approval of the Master Fee Schedule will be effective on July 1, 2026.

## Highlight of Fee Changes:

- **City Recorder:** There is no change to City Recorder fees.
- **Finance:** The Municipal Services Statement Fees were updated as presented on the MFS to appropriately reflect the increases that took place on January 1, 2026. Additionally, the Communication Officer Public Safety Fee was removed per Newberg's debt reduction plan.
- **Library:** There is no change to Library fees.
- **Permit Center:** Building and Planning Fees subject to CPI adjustments were updated in accordance with the above-mentioned CPI-U, and the Fee-in-lieu of Parking rate updated using the Engineering News Record Construction Cost Index for Seattle.

Various fee descriptions were added to assist customers in determining permit type and fee amount including sign, swimming pool, manufactured building – commercial, air conditioner, and mini-split. These fees are not new but are simply splitting out separately from where they previously were charged under for more clarity.

The Grading Permit fees were removed as they are no longer required due to a change in the Oregon Structural Specialty Code (OSSC) 101.2.2.1.

The Mural Sign Review Fee was added to ensure fair pricing, as mural projects are often large-scale and can result in disproportionately high costs under standard sign review pricing.

The Type II Vacation Rental Review fee line item has been separated for clarity and transparency, but continues to be charged at the same rate as "Any Type II actions not specifically listed in this section".

The Trees in Public Right of Way Removal Permit line item has been added to correct an oversight. The fee has been consistently applied in practice for many years but was not previously reflected in the fee schedule.

Bike Rack Cost Sharing Program is being removed due to inactivity. It was part of the Bike Newberg initiative in 2012, it has not been maintained since 2016 and has not generated any applications or requests in recent years.

The System Development Charge updates are as follows:

- Wastewater SDC: Decreasing by 7% - as the work that the City of Newberg has completed on the Wastewater Facility is allowing the city to move infrastructure concentration to higher prioritized needs for the city.
- Transportation SDC: Increasing by 6.06% to fund planned infrastructure projects for the upcoming biennium.
- Stormwater and Water SDC: No change for this biennium
- **Police:** The Police Reports fee for police record requests is being increased from \$15 to \$20. This fee has remained the same for over eight years and no longer reflects the true cost of processing, producing, and distributing records. This increase is necessary to ensure the agency can adequately recover labor and operational costs associated with fulfilling records requests. Additionally, the Dance Permit was removed.
- **Public Works:** There is no change to Public Works fees.

**Fiscal Impact:**

Fees are necessary to help the City provide municipal services and recover resources used.

**Strategic Assessment:**

Resolution 2026-4022 helps the City to manage and operate the City government in an efficient and effective manner.

# RESOLUTION No. 2026-4022

**A Resolution to update the Master Fee Schedule including removal of the Communication Officer Public Safety Fees as well as updates to the Wastewater and Transportation SDC fees.**

## **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 2025-3961 in March of 2025.
3. Following a change to Oregon Structural Specialty Code (OSSC) 101.2.2.1 Grading Fees are now listed as matters outside the statutory authority of this code.
4. The City previously provided, installed, and maintained bike racks downtown for the cost of \$100 per rack, as a facet of the downtown bicycle rack cost-sharing program established as part of a comprehensive bike program created by council action in 2011. The city is ending this program due to inactivity.
5. In February 2024 the City Council Ordinance 2024-2922, an ordinance to modify the system development charge model and to adopt code amendments to the system development charges chapter of the Newberg Municipal Code. The new fees were established via Resolution 2025-3961 in March of 2025.
6. The City submitted Building fees on April 15, 2026 to the Oregon Building Codes Division and posted notice in the Newberg Graphic on April 16, 2026, per Oregon Administrative Rule 918-020-0220.

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

1. To remove the Communication Officer Public Safety Fee.
2. To remove Grading Permit Fees.
3. To remove the Bike Rack Cost Sharing Fee of \$100.
4. To remove the \$10 dance permit fee.
5. To update the Master Fee Schedule approved via Resolution No. 2026-4022 for all city departments.
6. Have the fee schedule attached to this resolution as Exhibit A take effect July 1, 2026 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 July 1, 2026.

**Adopted** by the City Council of Newberg, Oregon, this 1<sup>st</sup> day of June, 2026



Rachel Thomas, City Recorder

**Attest** by the Mayor this 1 day of June, 2026.



Bill Rosacker, Mayor

Resolution 2026-4022 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	\$404.00 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 page, 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>OTHER CITY RECORDER / ADMIN FEES</b>	
Notarization Fee (By appointment only)	\$10.00 per action
Grant writing services (by appointment only)	\$50.00 per hour

Resolution 2026-4022 Exhibit A  
Master Fee Schedule

<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

<b>FINANCE</b>	
<b>MUNICIPAL SERVICES STATEMENT FEES - Public Safety Fees <sup>1</sup></b>	
<b>Public Safety Fee <sup>2</sup></b>	
5/8" or 3/4" meter	\$4.70
1" meter	\$11.75
1.5" meter	\$23.50
2" meter	\$37.60
3" meter	\$75.20
4" meter	\$117.50
8" meter	\$376.00

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

Resolution 2026-4022 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	\$6.86	per dwelling unit
Multi-Family	\$4.63	per dwelling unit
Mobile Home	\$3.59	per dwelling unit
<b>Non-Residential Land Uses</b>		
Class 1 - Manufacturing	\$5.12	per 1000 sf
Class 2 - Office	\$20.16	per 1000 sf
Class 3 - Auto Repair, Clinic	\$29.36	per 1000 sf
Class 4 - Sit Down Restaurant	\$46.01	per 1000 sf
Class 5 - Convenience Store, Drive Thru	\$133.61	per 1000 sf
Class 6 - Others		
Senior Adult Housing Attached	\$2.81	per dwelling unit
Congregate Care	\$1.54	per dwelling unit
Assisted Living	\$2.02	per bed
Continued Care Retirement Community	\$1.83	per unit
Hotel	\$6.22	per room
Motel	\$4.29	per room
City Park	\$1.44	per acre
County Park, Farmland, Commercial Agriculture	\$1.72	per acre
Golf Course	\$27.19	per hole
Public Elementary School	\$0.50	per student
Public Middle/Junior High School	\$0.62	per student
Public High School	\$0.66	per student
Private School (K-12)	\$1.88	per student
Junior/Community College	\$0.94	per student
University/College	\$1.31	per student
Quick Lubrication Veh. Shop	\$17.70	per service position
Gas/serve Station	\$74.39	per fueling position
Gas/Serve Station with Conv. Market	\$54.51	per fueling position
Food Cart	\$65.54	per food cart

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

Resolution 2026-4022 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>	\$3.98
<b>Meter Charge (\$/month)</b>	
3/4" meter	\$22.22
1" meter	\$37.77
1.5" meter	\$73.33
2" meter	\$117.77
3" meter	\$222.20
4" meter	\$371.07
6" meter	\$739.93
8" meter	\$1,184.33
10" meter	\$1,850.93
<b>Nonpotable Meter Charge (\$/month)</b>	
4" meter	\$62.21
8" meter	\$195.75
<b>Volume Charge (\$/ccf)</b>	
Single Family Residential	\$4.86
Multi-family Residential	\$4.10
Commercial	\$5.02
Industrial	\$5.99
Irrigation	\$9.30
Outside City	\$7.29
Public Agency	\$5.59
Non-Potable	\$3.25

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

Resolution 2026-4022 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>	\$33.63
Multi-family per unit Charge	\$26.41
<b>Volume Charge (\$/ccf)</b>	
Single Family Residential	\$10.95
Multi-family Residential	\$10.95
Commercial 1	\$10.95
Commercial 2	\$13.87
Commercial 3	\$22.54
Industrial	\$13.87
Outside City	\$10.95
<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>\$19.06</b>

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

Resolution 2026-4022 Exhibit A  
Master Fee Schedule

LIBRARY	
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	\$5 each after 12 items per year
Non-resident Library Card Fee	\$79 per year-Household \$40 for 6 months \$70 per year- Senior, \$35 for 6 months Free limited-access library cards available

Resolution 2026-4022 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	\$111.14
\$501 - \$2,000	\$111.14 for the first \$500 plus \$1.50 for each additional \$100 or fraction thereof, to and including \$2,000
\$2,001 - \$25,000	\$133.64 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	\$313.04 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	\$459.29 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	\$654.29 for the first \$100,000 plus \$3.25 for each additional \$1,000 or fraction thereof
<b>Fire Alarm Permit, Fire Sprinkler Permit – Commercial, Fire Suppression Permit – for Type 1 Hood</b>	Use Building Valuation Table
<b>Sign</b>	Use Building Valuation Table
<b>Swimming Pool</b>	Use Building Valuation Table
<b>Manufactured Building - Commercial</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>	\$111.14 - 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>Technology Fee (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>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 2026

Resolution 2026-4022 Exhibit A  
Master Fee Schedule

<b>BUILDING</b>	
<b>PERMIT CENTER FEES</b>	
<b>Phased Permit Fees<sup>1</sup></b>	\$348.74 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	\$111.14 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 permit	\$111.14 first hour, fraction thereof each ¼ hour, minimum of 1 hour
Reinspection Fee / Reinstatement Fee	\$111.14 each
Investigation Fee	\$111.14 per hour minimum ¼ hour
Deferred Submittal	\$287.35 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 2026-4022 Exhibit A  
Master Fee Schedule

<b>BUILDING - Mechanical</b>		
<b>PERMIT CENTER FEES</b>		
<b>Furnace:</b>	<b>Res Fee</b>	<b>Com Est. Value</b>
FAU/Gravity Furnace <100K BTU	\$27.40	\$2,074.46
FAU/Gravity Furnace > 100K BTU	\$27.40	\$2,393.62
Wall/Floor/Suspended/Mounted	\$27.40	\$2,074.46
<b>Other Heating Units:</b>		
<b>Wood/Fireplace/Masonry/Factory Built</b>	\$44.80	\$1,595.75
<b>Room Heaters, Non-Portable</b>	\$27.40	\$159.58
<b>Appliance Vents and Air Ducts</b>	\$15.21	\$957.45
<b>Boilers/Compressors/Absorption Systems:</b>		
1 - 100K BTU	\$25.66	\$2,074.46
101K – 500K BTU	\$41.62	\$3,670.20
501K – 1,000K BTU	\$56.96	\$4,946.78
1,001K – 1,750K BTU	\$83.05	\$7,340.60
> 1,750K BTU	\$135.24	\$10,691.42
Air Conditioner	\$20.46	\$2,393.62
<b>Air Handler:</b>		
1 - 10K CFM	\$20.46	\$2,393.62
>10K CFM	\$27.40	\$2,393.62
Mini-Split	\$20.46	\$2,393.62
<b>Evaporative Coolers</b>	\$27.40	\$2,074.46
<b>Ventilation and Exhaust:</b>		
Ventilation Fan – Single Duct	\$15.21	\$957.45
Ventilation System	\$20.46	\$957.45
<b>Exhaust Hoods</b>	\$20.46	\$1,595.75
<b>Incinerator:</b>		
Domestic	\$30.89	N/A
Commercial/Industrial	N/A	\$9,893.58
<b>Gas Piping:</b>		
Gas Pipe Outlet 1-4	\$18.70	\$795.50
Gas Pipe Outlet Each Outlet over 4	\$8.25	\$159.58
<b>Miscellaneous: Clothes Dryer/Water Heater/Etc.</b>	\$20.46	N/A
<b>Minimum Fee (min fee is charged unless the calculated fee is greater):</b>	\$111.14	N/A

Resolution 2026-4022 Exhibit A  
Master Fee Schedule

<b>BUILDING - Mechanical</b>	
<b>PERMIT CENTER FEES</b>	
<b>Mechanical Permit Fee - Valuation Table – Commercial/Industrial</b>	
\$1 - \$2,000	\$111.14
\$2,001 - \$5,000	\$111.14 for the first \$2,000 and \$2.30 for each additional \$100 or fraction thereof, to and including \$5,000
\$5,001 - \$10,000	\$180.14 for the first \$5,000 and \$1.80 for each additional \$100 or fraction thereof, to and including \$10,000
\$10,001 - \$50,000	\$270.14 for the first \$10,000 and \$1.50 for each additional \$100 or fraction thereof, to and including \$50,000
\$50,001 - \$100,000	\$870.14 for the first \$50,000 and \$1.25 for each additional \$100 or fraction thereof, to and including \$100,000
\$100,001 and above	\$1,495.14 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
<b>Technology Fee (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

Resolution 2026-4022 Exhibit A  
Master Fee Schedule

<b>BUILDING - Plumbing</b>	
<b>PERMIT CENTER FEES</b>	
<b>1 &amp; 2 Family New:</b>	
1 Bath	\$269.57
2 Bath	\$356.54
3 Bath	\$443.52
Each additional bath/kitchen	\$111.14
<b>1 &amp; 2 Family Alteration</b>	
Per Fixture	\$26.11
<b>1 &amp; 2 Family Fire Sprinkler system – multi-purpose (is part of the plumbing system):</b>	
0 - 2,000 Square Feet	\$111.14
2,001 - 3,600 Square Feet	\$148.16
3,601 - 7,200 Square Feet	\$185.22
>7,201 Square Feet	\$259.30

Resolution 2026-4022 Exhibit A  
Master Fee Schedule

<b>BUILDING - Plumbing</b>	
<b>PERMIT CENTER FEES</b>	
<b>Commercial:</b>	
Per Fixture	\$26.11
<b>Water/Sanitary/ Sewer:</b>	
First 100 Feet	\$111.14
Each additional	\$43.50
<b>1 &amp; 2 Family Rain Drains: Downspouts</b>	<b>\$111.14</b>
<b>Miscellaneous:</b>	
Alternative Water Heating	\$111.14
Backflow Device	\$111.14
Minimum Fee: Minimum Fee is charged unless the calculated fee is greater	\$111.14
<b>Medical Gas Permit Fee - Valuation Table</b>	
\$1 - \$25,000	\$349.48
\$25,001 - \$50,000	\$349.48 for the first \$25,000 + \$5.85 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 - \$100,000	\$495.73 for the first \$50,000 + \$3.90 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 and above	\$690.73 for the first \$100,000 + \$3.25 for each additional \$1,000 or fraction thereof
<b>Plumbing Plan Review Fee</b>	50% of the Plumbing Permit Fee
<b>Technology Fee (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

Resolution 2026-4022 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>
	A	23,956.42	22,397.47	21,098.37	20,059.09	19,019.77	18,240.31	17,720.67	17,421.51
B	22,344.70	21,211.25	19,486.67	18,447.36	17,408.09	16,628.61	16,108.99	15,849.15	15,443.18
C	21,555.39	20,412.26	18,707.21	17,667.89	17,330.94	15,849.15	15,329.51	15,069.67	14,809.83

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

Resolution 2026-4022 Exhibit A  
Master Fee Schedule

<b>BUILDING - Manufactured Parks</b>
<b>PERMIT CENTER FEES</b>
<b>Formula for Manufactured Dwelling 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

<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

Resolution 2026-4022 Exhibit A  
Master Fee Schedule

<b>BUILDING - Recreational Parks</b>									
<b>PERMIT CENTER FEES</b>									
<b>Recreational Park Valuation Fee<sup>1</sup> - Table 2</b>									
Park Class	<b>Spaces Per Acre</b>								
	<b>6</b>	<b>8</b>	<b>10</b>	<b>12</b>	<b>14</b>	<b>16</b>	<b>18</b>	<b>20</b>	<b>22</b>
<b>A</b>	2,637	2,470	2,320	2,189	2,074	1,978	1,907	1,849	1,798
<b>B</b>	2,483	2,317	2,176	2,035	1,920	1,824	1,754	1,696	1,645
<b>C</b>	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									

<b>BUILDING - Manufactured Building</b>	
<b>PERMIT CENTER FEES</b>	
<b>Manufactured Building Permit Fees:</b>	
Manufactured Building in a Park	\$798.56 Flat Fee (technology fee included)
Manufactured Building Elsewhere	\$987.57 Flat Fee (technology fee included)
Manufactured Building Commercial	Based on Building Value
<b>Technology Fee (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

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

Resolution 2026-4022 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	\$219.00
ADU Design Review	\$219.00
Cottage Cluster Design Review	\$440.00
Property Consolidation	\$219.00
Code Adjustment	\$550.00
Design Review – (Commercial/Industrial minor addition review)	0.3% of project value, \$550 minimum
Minor modification or extension of Type I decision	\$219.00
Major modification of Type I decision	50% of original fee
Partition final plat	\$1,107 + \$94 per parcel
Property line adjustment	\$1,107.00
Sign review	\$95 + \$1 per sq. ft. of sign face
Mural Sign review	\$95 + \$1 per sq. ft. of sign face, \$200 maximum
Subdivision, PUD or Condominium final plat	\$2,219 + \$94 per lot or unit
<b>Type II (Land Use Decision):</b>	
Any Type II action not specifically listed in this section	\$1,107.00
Minor modification or extension of Type II decision	\$219.00
Major modification of Type II decision	50% of original fee
Design Review (Including Mobile/Manufactured Home Parks)	0.6% of total project cost, \$1,107 minimum
Middle Housing Land Division	\$1,107 + \$94 per parcel
Partition preliminary plat	\$1,107 + \$94 per parcel
Subdivision preliminary plat	\$2,219 + \$94 per lot
Variance	\$1,107.00
Vacation Rental review	\$1,107.00
<b>Type III (Quasi-Judicial Review)</b>	
Any Type III action not specifically listed in this section	\$2,351.00
Annexation	\$3,091 + \$293 per acre
Comprehensive plan amendment (Site specific)	\$2,897.00
Conditional Use Permit	\$2,351.00
Minor modification or extension of Type III decision	\$219.00
Major modification of Type II decision	50% of original fee

Resolution 2026-4022 Exhibit A  
Master Fee Schedule

<b>PLANNING</b>	
<b>PERMIT CENTER FEES</b>	
Historic Landmark establishment or modification	\$0.00
Historic Landmark elimination	\$2,696.00
Planned Unit Development	\$4,697 + \$94 per unit
Subdivision preliminary plat	\$2,219 + \$94 per lot
Zoning Amendment (site specific)	\$2,929.00
<b>Type IV (Legislative amendments)</b>	
Comprehensive plan text amendment or large scale map revision	\$3,331.00
Development Code text amendment or large scale map revision	\$3,331.00
<b>Appeals</b>	
Type I or II Appeal to Planning Commission	\$634.00
Type I or II Appeal to City Council	\$1,150.00
Type III Appeal to City Council	\$1,351.00
Type I Adjustments or Type II variances that are not designed to regulate the physical characteristics of a use permitted outright	\$354.00
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	\$8,255 + \$94 per lot or unit
Urban Growth Boundary amendment	\$5,274.00
Vacation of Public Right-of-Way	\$2,188.00
Fee-in-lieu of Parking Program	\$17,726.00
Trees in Public Right of Way Removal Permit	\$10.00
Vertical Housing Development Zone fees	\$600.00 certification and application fee \$400.00 annual monitoring fee

<b>DEVELOPMENT ENGINEERING</b>			
<b>PERMIT CENTER FEES</b>			
<b>Land Use Review Fees:</b>	<b>BASE</b>	<b>ADDITIONAL</b>	<b>PER</b>
Planning Design Reviews, Partitions, Subdivisions, Type II&III Planned Unit Developments, & MHL D	\$360.14 2-19 lots	\$16.00	lot after 19
Final plat review, partition and subdivision & MHL D	\$360.14	\$9.05	each lot
Development Review for public improvements on Commercial, Industrial, Institutional zone, and Multifamily developments	\$503.66	\$287.69	Additional first acre

Resolution 2026-4022 Exhibit A  
Master Fee Schedule

<b>BUSINESS LICENSES AND PERMITS</b>	
<b>Yearly Business Licenses</b>	
General	\$50.00 per year
Home Occupation	\$25.00 per year
Peddler/Solicitor/Street Vendor	\$25.00 per 6 mo only
Perpetual Temporary Merchant in Operations more than 45 days	\$75.00 per year
Exhibitor License	\$160.00
<b>Business Permits - one time fee</b>	
Temporary Merchant in Operations from 4 to 45 days	\$129.00
Temporary Merchant in Operations more than 45 days	\$437.00
Peddler/Solicitor/Street Vendor License	No additional fees

<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
Right of Way Permit	\$10.00
<b>Dog Impound Fees</b>	
Kenneling Fees	\$25.00 per day, plus required medical costs associated
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
Photographs	\$15.00 per link
Reports	\$20.00
Research	\$27.18/hour labor over ½ hour
Audio / Video	\$37.00 per link
Body Cam	\$70.00 plus \$35.00 per half hour of redaction prep past
USB	\$39.00

Resolution 2026-4022 Exhibit A  
Master Fee Schedule

<b>PUBLIC WORKS - Operations</b>	
Newgrow Compost (Bulk)	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<sup>1</sup></b>	
Non-refundable Application Fee	\$150.00
Water usage fee > 10,001 gallons	Charged at the current industrial volume rate (\$5.99 @ 100CCF)
Billing Fee	\$10/month
Rental Fee	\$5/day
Monthly Stormwater Service Charge	Charged at the current monthly rate (\$19.06/mo)
Refundable Meter & Valve Deposit	\$1,500.00

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

Resolution 2026-4022 Exhibit A  
Master Fee Schedule

<b>PUBLIC WORKS - Capital 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	\$5,587.00	
Per each fixture unit over 18	\$310.39	
<b>Water Development Fee<sup>1</sup>:</b>	<b>Potable</b>	<b>Nonpotable</b>
3/4" meter	\$7,846.12	\$4,066.00
1" meter	\$13,338.40	\$6,912.20
1.25" meter	\$19,615.30	\$10,165.00
1.5" meter	\$25,892.19	\$13,417.80
2" meter	\$41,584.43	\$21,549.80
3" meter	\$78,461.19	\$40,659.99
4" meter	\$131,030.19	\$67,902.19
6" meter	\$258,921.94	\$134,177.98
8" meter	\$415,844.32	\$215,497.97
<b>Storm System Development Fee:<sup>1</sup></b>		
Single Family - Equivalent Dwelling Unit (EDU) <sup>1</sup>	\$629.57 flat fee	
Other than Single Family	$(\text{Impervious Area}/2877) \times \$629.57$	

<sup>1</sup> See glossary for definitions and summaries of the incentive programs allowing for various waivers or discounts.

<sup>2</sup> These fees are established via a separate approval process - Refer to Ordinance No. 2024-2922. Fees are calculated based on the Permit Issuance Date - Ordinance 2023-3887.

Resolution 2026-4022 Exhibit A  
Master Fee Schedule

<b>PUBLIC WORKS - Capital Engineering</b>			
<b>PERMIT CENTER FEES</b>			
<b>Transportation Development Fee<sup>2</sup>:</b>			
Single Family / ADU <sup>1</sup> / Duplex / Triplex / Quadplex / Cottage Cluster– per	\$6,645.78		
Multi Family – per unit	\$4,365.37		
Manufactured Home – in a park	\$3,192.59		
Manufactured Home – Elsewhere	\$6,645.78		
Commercial/Industrial	See Transportation SDC Calculation Formula in the		
<b>Wastewater Connection Fee</b>	Actual costs		
<b>Water Connection Fee</b>	Actual costs		
<b>Signalization Fee - Single Family</b>	\$285.61		
	<b>BASE</b>	<b>ADDITIONAL</b>	<b>PER</b>
<b>Sidewalk or Driveway approach permit and inspection</b>	\$36.92	\$0.35	Square Feet
<b>Public street ADA ramp review and inspection</b>	\$43.88	N/A	Each ramp

<sup>1</sup> See glossary for definitions and summaries of the incentive programs allowing for various waivers or discounts.

<sup>2</sup> These fees are established via a separate approval process. The City of Newberg has many incentive programs to encourage business development. These can be found within Ordinance 2024-2922. Fees are calculated based on the Permit Issuance Date - Ordinance 2023-3887.

The formula used to calculate the fee is:  $SDC\ Fee^1 = UNIT \times ITE\ PMPH\ Vehicle\ Trip\ Rate \times 1.68 \times \$3,878.26$

The conversion of PM peak hour vehicle trip-ends (PMPHVT) to PM peak hour person trip-end (PMPHPT) is:  $PMPHVT \times 1.68$

Resolution 2026-4022 Exhibit A  
Master Fee Schedule

<b>PUBLIC WORKS - Capital 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	\$215.25	N/A	each permit
5001 Square Feet to less than 1 acre disturbed	\$503.66	N/A	each permit
1 acre and larger disturbed	By DEQ permit	N/A	N/A
<b>Technology Fee (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	\$215.25	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	\$431.21	\$107.96	
	First Acre	Additional Developed Acre	
<b>Reinspection Fee</b>	\$72.45		
<b>Demolition Permit</b>	\$111.14 flat fee – Complete Based on building value – Partial		
<b>Hardship Requests</b>	\$287.69		
<b>Utility Right of Way Non-refundable Application Fee</b>	\$500.00		
<b>Right of Way, Easement Review</b>	\$260.14		
<b>Subsurface Permit for Franchise</b>	\$215.25		
<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.

<b>Refund Fee Schedule</b>	
Refund Type	Refund
Outside City Limits	<b>100%</b>
Permit Submitted/Plan Review Not Started	<b>80%</b>
Permit Submitted/Plan Review Started/Completed	Building Plan Review Not Refundable
Permit Submitted/ Plan Review Completed/ Permit Issued	<b>Not Refundable</b>
	Building / Plumbing / Mechanical Plan Review Fees
	<b>80% Refundable</b>
	Permit Fees (Building/Plumbing/Mechanical) / Community Development /
	State Surcharge (Building/Plumbing/Mechanical) / Technology (Building/Plumbing/Mechanical)
	<b>100% Refundable</b>
	Third Party Fees - Chehalem Park & Recreation / School CET

NEWBERG MASTER FEE GLOSSARY FOR 2026-27

Valuation Table ICC Valuation Data February 2026

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	357.33	344.89	333.96	321.01	300.49	291.98	310.03	280.47	269.61
A-1	ASSEMBLY, THEATERS, WITHOUT STAGE	328.57	316.12	305.20	292.25	271.49	262.97	281.27	251.46	240.61
A-2	ASSEMBLY, NIGHTCLUBS	277.44	269.30	260.84	250.89	234.99	228.61	242.28	213.69	205.58
A-2	ASSEMBLY, RESTAURANTS, BARS, BANQUET HALLS	276.44	268.30	258.84	249.89	232.99	227.61	241.28	211.69	204.58
A-3	ASSEMBLY, CHURCHES	331.74	319.29	308.36	295.42	275.14	266.62	284.43	255.12	244.26
A-3	ASSEMBLY, GENERAL, COMMUNITY HALLS, LIBRARIES, MUSEUMS	276.12	263.67	251.75	239.80	218.28	210.76	228.82	198.26	188.40
A-4	ASSEMBLY, ARENAS	327.57	315.12	303.20	291.25	269.49	261.97	280.27	249.46	239.61
B	BUSINESS	309.01	297.89	287.04	274.77	250.17	241.34	264.17	223.59	213.27
E	EDUCATIONAL	296.02	285.47	275.84	264.24	245.34	232.84	255.15	214.74	207.79
F-1	FACTORY AND INDUSTRIAL, MODERATE HAZARD	169.11	160.95	150.84	145.13	129.25	122.95	138.37	107.18	99.77
F-2	FACTORY AND INDUSTRIAL, LOW HAZARD	168.11	159.95	150.84	144.13	129.25	121.25	137.37	107.18	99.77
H-1	HIGH HAZARD, EXPLOSIVES	157.75	149.59	140.48	133.77	119.20	111.90	127.00	97.13	N.P.
H234	HIGH HAZARD	157.75	149.59	140.48	133.77	119.20	111.90	127.00	97.13	88.73
H-5	HPM	309.01	297.89	287.04	274.77	250.17	241.34	264.17	223.59	213.27
I-1	INSTITUTIONAL, SUPERVISED ENVIRONMENT	283.25	273.10	263.35	253.39	231.93	225.70	252.86	208.88	201.43
I-2	INSTITUTIONAL, HOSPITALS	485.04	473.91	463.07	450.80	425.24	N.P.	440.20	398.66	N.P.
I-2	INSTITUTIONAL, NURSING HOMES	334.61	323.48	312.64	300.37	277.75	N.P.	289.77	251.17	N.P.
I-3	INSTITUTIONAL, RESTRAINED	325.77	314.64	303.80	291.53	269.89	260.06	280.93	263.64	230.99
I-4	INSTITUTIONAL, DAY CARE FACILITIES	283.25	273.10	263.35	253.39	231.93	225.70	252.86	208.88	201.43
M	MERCANTILE	207.08	198.94	189.48	180.53	164.30	158.91	171.92	143.00	135.89
R-1	RESIDENTIAL, HOTELS	286.53	276.38	266.63	256.68	234.71	228.48	256.15	211.66	204.20
R-2	RESIDENTIAL, MULTIPLE FAMILY	239.24	229.09	219.34	209.38	188.69	182.45	208.85	165.63	158.18
R-3	RESIDENTIAL, ONE- AND TWO-FAMILY	224.62	218.65	213.40	208.84	201.86	194.67	213.06	187.70	175.92
R-4	RESIDENTIAL, CARE/ASSISTED LIVING FACILITIES	283.25	273.10	263.35	253.39	231.93	225.70	252.86	208.88	201.43
S-1	STORAGE, MODERATE HAZARD	156.75	148.59	138.48	132.77	117.20	110.90	126.00	95.13	87.73
S-2	STORAGE, LOW HAZARD	155.75	147.59	138.48	131.77	117.20	109.90	125.00	95.13	86.73
U	UTILITY, MISCELLANEOUS	125.18	118.05	109.33	104.91	93.46	87.55	99.89	74.38	71.07
A. PRIVATE GARAGES AND COVERED DECKS, USE UTILITY, MISCELLANEOUS										
B. UNFINISHED BASEMENTS (GROUP R-3) = \$31.50 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.

**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 Accessory Dwelling Unit (ADU) 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.

**Accessory Dwelling Unit (ADU):** An interior, attached or detached residential structure that is used in connection with or that is accessory to a single-family dwelling. An Accessory Dwelling Unit may not exceed 50 percent of the size of the primary unit, up to a maximum of 1,000 square feet. See Newberg Municipal Code 15.05.030.

**Dwelling Unit:** a single unit of one or more habitable rooms providing complete independent facilities for occupants, including permanent provisions for living, sleeping, eating, cooking and sanitation. See Newberg Municipal Code 15.05.030.

**Wastewater System 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 System 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 transportation charge is calculated based on the "land use", "units", and trips during pm peak hours both in a vehicle and as a pedestrian. Land use references the type of development, from a hotel to a golf course to a library to a single-family home, and so on. Units are determined by the land use – municipalities can calculate units based on square footage size, the amount of acreage, or on the number of rooms. The City of Newberg uses the Institute of Transportation Engineers Trip Generation Manual (ITE) to determine trip rates for peak hours. Therefore, different types of development are charged different rates per square foot, or other Unit, as defined in the ITE. The ITE typically provides PM peak hour vehicle trip-ends for the various types of land use categories, or ITE Code designations.

The formula used to calculate the fee is:  $SDC \text{ Fee} = \text{UNIT} \times \text{ITE PMPH Vehicle Trip Rate} \times 1.68 \times \$3,878.26$

The conversion of PM peak hour vehicle trip-ends (PMPHVT) to PM peak hour person trip-end (PMPHPT) is:  $\text{PMPHVT} \times 1.68 \text{ PMPHPT/PMPHVT} = \text{PMPHPT}$ .

**INCENTIVE PROGRAMS TO ENCOURAGE DEVELOPMENT – Refer to Ordinance 2024-2922 Attachment B  
Pending amendments to Newberg Municipal Code (NMC) Section 13.05**

**13.05.040 (C)**

C. For residential developments where dwelling units, as defined by the Oregon Residential Specialty Code, are one thousand square feet or less, except for multifamily housing as defined in ORS 456.515(8), the city will, at the election of the developer, modify the system development charge owed by applying a factor of twenty percent to the system development charge computed for the development. For multi-parcel developments, a factor of twenty percent may be applied only to those parcels whose only above grade improvements are single-family houses with dwelling units that are 1000 square feet or less. Developers that claim this system development charge modifier cannot claim any other waiver or discount for system development charges.

**13.05.120 (D)**

D. No transportation system development charges shall be charged for applications that only request a change in use for improvements existing at the time of application submission.

**13.05.120 (E)**

E. Development of child care facilities as defined by ORS 329A.250(5) and certified per ORS 329A.300 are exempt from all system development charges established under this Chapter.

**13.05.125 (B)**

B. Partial waivers of twenty-five percent for each category of system development charge shall be applied to developments starting or expanding enterprises that provide family wage jobs as further described in this subsection. No developer may claim any other waiver, modifier, or discount for system development charges in addition to the partial waiver described in this subsection. No partial waiver shall be applied unless the city council affirmatively finds that:

1. The enterprise will create at least twenty family wage jobs.
2. The developer will also be the employer of each individual receiving a family wage job.

**13.05.125 (B) (Continued)**

3. The family wage jobs will not pay less than one hundred and fifty percent of the applicable minimum wage rate provided under ORS 653.025(1).
4. The enterprise has been reviewed and endorsed by the Strategic Economic Development Corporation of the Mid-Willamette Valley, Oregon or another outside Oregon economic development agency.
5. The duration of each family wage job is permanent in nature and will likely last three or more years.
6. A staff report by the city's community development department supports the award of a partial waiver.