

REQUEST FOR COUNCIL ACTION

DATE ACTION REQUESTED: March 3, 2014

Order ___ Ordinance ___ Resolution XX Motion ___ Information ___
No. No. No. 2014-3115

SUBJECT: A resolution to adopt the revised Engineering Fee Schedule.

Contact Person (Preparer) for this
Motion: Jay Harris, City Engineer
Dept.: Engineering Services Department
File No.:

RECOMMENDATION:

Adopt Resolution No. 2014-3115

EXECUTIVE SUMMARY:

With the review and revision of the Engineering Standard Design Manual and the creation of the City Erosion and Sedimentation Control Manual, it is necessary to update the Engineering Fee Schedule.

The revised Fee Schedule includes fees for private development related efforts which have previously not been accounted for. Currently, the time and costs incurred for these additional efforts have been funded by city rate payers instead of private development.

FISCAL IMPACT:

The revised Engineering Fee Schedule will enable the Engineering Services Department to recover the cost of staff time required to review and inspect public and private development projects. The update to the fee schedule minimizes the impact to city rate payers by providing additional compensation to the Engineering Department for resources allocated to private development projects.

STRATEGIC ASSESSMENT:

The fees collected for private development projects do not currently cover the costs incurred by the Engineering Services Department, including staff time. City Rate payers have subsidized the Engineering Department review and inspection tasks for private development projects. This revised fee schedule more accurately accounts for various services the Engineering Services Department services provided for private development projects. The fee schedule also includes the additional fees that are needed for the additional review and inspection tasks added in the adoption of Storm Water Ordinance, No. 2012-2274.



RESOLUTION No. 2014-3115

A RESOLUTION ADOPTING THE REVISED ENGINEERING FEE SCHEDULE

RECITALS:

1. The Oregon Department of Environmental Quality (DEQ) required the City of Newberg on October 17, 2006, to create a Willamette River Total Maximum Daily Load (TMDL) Implementation Plan, which was subsequently approved by the Oregon DEQ on October 17, 2008, and adopted by the city council on December 1, 2008, through Resolution No. 2008-2820.
2. On June 18, 2012 the Newberg city council adopted Ordinance No. 2012-2754, which included measures to control construction site runoff, illicit discharges into the stormwater system, and post-construction stormwater runoff. This ordinance was a requirement of the city's TMDL Implementation Plan.
3. As a result of the adopted stormwater ordinance, additional services are required to be provided by the engineering department for private development projects. This updated fee schedule accounts for those additional tasks, as well as updates and adds fees for engineering services currently being provided to private development projects.
4. Minor changes to the fee schedule may occur when deemed necessary by the city engineer, and will be approved using the city's executive order process. Major changes, as identified by the city manager, or designee, will be adopted by the city council.
5. Permit fees should be adjusted annually to reflect changes in the costs of services.

THE CITY OF NEWBERG RESOLVES AS FOLLOWS:

1. The city council adopts the Engineering Fee Schedule as attached in Exhibit A, which by this reference incorporated, and replaces all previous adopted versions of this schedule.
2. The city manager is authorized to amend the Engineering Fee Schedule by executive order annually to reflect changes in the consumer price index.

➤ **EFFECTIVE DATE** of this resolution is the day after the adoption date, which is: March 4th, 2014.

ADOPTED by the City Council of the City of Newberg, Oregon, this 3rd day of March, 2014.

Norma I. Alley, MMC, City Recorder

ATTEST by the Mayor this 6th day of March, 2014.

Bob Andrews, Mayor

**Exhibit A to
Resolution No. 2014-3115**

ENGINEERING SERVICES DEPARTMENT FEE SCHEDULE			
Base	Additional	Per	Description
	\$50	Inspection	Re-Inspection, After 2 Failed Inspections
5%		Construction costs estimate	Site Development Permit for Public Improvements (refer to application form)
\$250.00	\$5.00	Lot or Parcel	Final Plat Review, Partition & Subdivision
	\$1.00	Square Foot	Stormwater Fee in Lieu of Construction for Private Net New Impervious Surfaces
	\$1.50	Square Foot	Stormwater Fee in Lieu of Construction for Public Street Net New Impervious Surfaces
\$150.00			Right of Way/ Subsurface Permit, Franchise and Non Franchise Utility Providers
\$25.00	\$0.25	Square Feet	Sidewalk or Driveway Permit and Inspection
	\$30.00	Ramp	Public Street ADA Ramp Review and Inspection
\$250.00	\$10.00	Lot (after 20 lots)	Planning Review, Partition & Subdivision (Type II/III applications)
\$350.00	200.00	Additional Developed Acre	Development Review for Public Improvements on Commercial, Industrial & Multifamily Developments
\$200.00			Single Family Home Public Improvements Plan Review, Inspection, and Building Final Approval
\$250.00			Right of Way, Easement Dedication Review, or Encroachment Permit
\$300.00	\$75.00	Additional Developed Acre	Private Facility Storm Drainage Plan Review and Final Inspection for Water Quality/ Quantity facilities
\$150.00			Erosion Control Plan Review and Inspection (less than 5000 sq. ft. disturbed)

**Exhibit A to
Resolution No. 2014-3115**

ENGINEERING SERVICES DEPARTMENT FEE SCHEDULE			
Base	Additional	Per	Description
\$350.00			Erosion Control Plan Review and Inspection (5001 sq. ft. to less than 1 acre disturbed)
\$200.00			Water or Sanitary Sewer Service Hardship Application Requests
\$1200.00			Non-Franchise Utility Agreement
Actual Cost of Services			Outside Consultant Review or Inspection Services as required for Structural, Traffic, Geotechnical, or Biological
\$60.00 (1 hr. min.)	\$60.00	Hour	As-Built Research, GIS Mapping, Data Transmission, Conversion to CAD, Custom Web Map Development and Printing

FOR PUBLIC RECORDS RESEARCH FEES CONTACT THE CITY RECORDER'S OFFICE AT (503) 537-1283 OR BY EMAIL AT CITYRECORDER@NEWBERGOREGON.GOV.