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Executive Order  
Permit Center Fee Schedule Inflation Adjustment

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No. xx  
April 1, 2014

**PURPOSE**

1. City Council Resolution No. 1999-2210 authorizes the city manager to amend the Permit Center Fee Schedules by Executive Order to reflect changes in the Consumer Price Index (CPI).
2. The Permit Center Fee Schedule was last modified by the City Manager on January 1, 2013.
3. The CPI has risen 1.4 percent since the last inflation adjustment (from January, 2012, CPI of 229.14 to January, 2013, CPI of 234.08)

**EXECUTIVE ORDER**

The Newberg Permit Center Fee Schedule shall be revised to the new fees shown in Exhibit "A", which represents a 1.4 percent increase from the January 2013 fee schedule, as shown in Exhibit "B".

**APPLICABILITY**

1. This order increasing fees shall be effective for any application submitted after March 31, 2014, at 5:00 pm.
2. Advertisement of this Executive Order shall be made on or before March 1, 2014.

**OTHER EXPLANATION**

Exhibit "A": Revised Permit Center Fee Schedule Effective April 1, 2014  
Exhibit "B": Previous Permit Center Fee Schedule Effective January 1, 2013

**DATED** this \_\_\_\_ day of \_\_\_\_\_, 20xx.

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Lee Elliott,  
City Manager Pro Tem

**NEWBERG PERMIT CENTER FEE SCHEDULE Effective Date: April 1, 2014**

**Exhibit A**

PRE-APPLICATION REVIEW.....	\$100
<b>TYPE I (ADMINISTRATIVE REVIEW)</b>	
ANY TYPE I ACTION NOT SPECIFICALLY LISTED IN THIS SECTION .....	\$145
PROPERTY CONSOLIDATION .....	\$145
CODE ADJUSTMENT .....	\$360
DESIGN REVIEW - TYPE I (DUPLEX OR COMMERCIAL/INDUSTRIAL MINOR ADDITION REVIEW).....	0.3% OF PROJECT VALUE, \$360 MINIMUM
MINOR MODIFICATION OR EXTENSION OF TYPE I DECISION .....	\$145
MAJOR MODIFICATION OF TYPE I DECISION.....	50% OF ORIGINAL FEE
PARTITION FINAL PLAT .....	\$720 + \$70 PER PARCEL
PROPERTY LINE ADJUSTMENT .....	\$720
SIGN REVIEW.....	\$65 PLUS \$1.00 PER SQ. FT. OF SIGN FACE
SUBDIVISION, PUD, OR CONDOMINIUM FINAL PLAT .....	\$1440 + \$70 PER LOT OR UNIT
<b>TYPE II (LAND USE DECISION)</b>	
ANY TYPE II ACTION NOT SPECIFICALLY LISTED IN THIS SECTION .....	\$720
MINOR MODIFICATION OR EXTENSION OF TYPE II DECISION .....	\$145
MAJOR MODIFICATION OF TYPE II DECISION .....	50% OF ORIGINAL FEE
DESIGN REVIEW (INCLUDING MOBILE/MANUFACTURED HOME PARKS .....	0.6% OF TOTAL PROJECT COST, \$720 MINIMUM*
PARTITION PRELIMINARY PLAT .....	\$720 PLUS \$70 PER PARCEL
SUBDIVISION PRELIMINARY PLAT .....	\$1440 PLUS \$70 PER LOT
VARIANCE .....	\$720
*FOR ANY DESIGN REVIEW FEE IN EXCESS OF \$10,000, 50% OF THE DESIGN REVIEW FEE IS DUE AT TIME OF APPLICATION AND 50% DUE AT TIME OF BUILDING OR SIMILAR PERMIT ISSUANCE.	
<b>TYPE III (QUASI-JUDICIAL REVIEW)</b>	
ANY TYPE III ACTION NOT SPECIFICALLY LISTED IN THIS SECTION.....	\$1525
ANNEXATION.....	\$2005 PLUS \$210 PER ACRE
COMPREHENSIVE PLAN AMENDMENT (SITE SPECIFIC).....	\$1880
CONDITIONAL USE PERMIT .....	\$1525
MINOR MODIFICATION OR EXTENSION OF TYPE III DECISION.....	\$145
MAJOR MODIFICATION OF TYPE III DECISION .....	50% OF ORIGINAL FEE
HISTORIC LANDMARK ESTABLISHMENT OR MODIFICATION .....	\$0
HISTORIC LANDMARK ELIMINATION .....	\$1880
PLANNED UNIT DEVELOPMENT .....	\$3045+\$70 PER LOT OR UNIT
SUBDIVISION PRELIMINARY PLAT .....	\$1440+ \$70 PER PARCEL
ZONING AMENDMENT (SITE SPECIFIC) .....	\$1925
<b>TYPE IV (LEGISLATIVE AMENDMENTS)</b>	
COMPREHENSIVE PLAN TEXT AMENDMENT OR LARGE SCALE MAP REVISION.....	\$2160
DEVELOPMENT CODE TEXT AMENDMENT OR LARGE SCALE MAP REVISION.....	\$2160
<b>APPEALS</b>	
TYPE I OR II APPEAL TO PLANNING COMMISSION.....	\$445
TYPE I OR II APPEAL TO CITY COUNCIL.....	\$805
TYPE III APPEAL TO CITY COUNCIL.....	\$945
TYPE I ADJUSTMENTS OR TYPE II VARIANCES THAT ARE NOT DESIGNED TO REGULATE THE PHYSICAL CHARACTERISTICS OF A USE PERMITTED OUTRIGHT .....	\$275
<b>OTHER FEES</b>	
COMMUNITY DEVELOPMENT FEE .....	0.75% OF PROJECT COST
CITY HALL FEE.....	0.25% OF PROJECT COST
(THE ABOVE TWO CHARGES ADDED TO ANY BUILDING PERMIT APPLICATION)	
EXPEDITED LAND DIVISION .....	\$5750 + \$70 PER LOT OR UNIT
URBAN GROWTH BOUNDARY AMENDMENT .....	\$3675
VACATION OF PUBLIC RIGHT-OF-WAY .....	\$1525
<b>LICENSE FEES</b>	
PEDDLER/SOLICITOR/STREET VENDOR .....	No fee (Business License fee only)
TEMPORARY MERCHANT.....	\$95/45 days or \$310/perpetual

**ADOPTION AND REVISION HISTORY:**

Adopted by: Resolution 98-2122, July 5, 1998

Amended by: Resolution 99-2214, December 8, 1999

Resolution 2000-2265, October 2, 2000

Resolution 2001-2318, November 19, 2001

Executive Order January 2, 2007 (Reso. 99-2210)

Executive Order October 24, 2008

Executive Order, December 16, 2002 pursuant to Resolution 99-2210

Executive Order, January 22, 2002 pursuant to Resolution 99-2210

Resolution 2004-2466, November 3, 2003

Resolution 2007-2732, December 3, 2007

Executive Order November 29, 2011 (2011-32)

Executive Order October 24, 2012 (2012-34)

NEWBERG PERMIT CENTER FEE SCHEDULE Effective Date: January 1, 2013

PRE-APPLICATION REVIEW .....	\$100
<b>TYPE I (ADMINISTRATIVE REVIEW)</b>	
ANY TYPE I ACTION NOT SPECIFICALLY LISTED IN THIS SECTION .....	\$145
PROPERTY CONSOLIDATION.....	\$145
CODE ADJUSTMENT .....	\$355
DESIGN REVIEW - TYPE I (DUPLEX OR COMMERCIAL/INDUSTRIAL MINOR ADDITION REVIEW).....	0.3% OF PROJECT VALUE, \$355 MINIMUM
MINOR MODIFICATION OR EXTENSION OF TYPE I DECISION .....	\$145
MAJOR MODIFICATION OF TYPE I DECISION.....	50% OF ORIGINAL FEE
PARTITION FINAL PLAT .....	\$715 + \$70 PER PARCEL
PROPERTY LINE ADJUSTMENT .....	\$715
SIGN REVIEW.....	\$65 PLUS \$1.00 PER SQ. FT. OF SIGN FACE
SUBDIVISION, PUD, OR CONDOMINIUM FINAL PLAT .....	\$1430 + \$70 PER LOT OR UNIT
<b>TYPE II (LAND USE DECISION)</b>	
ANY TYPE II ACTION NOT SPECIFICALLY LISTED IN THIS SECTION .....	\$715
MINOR MODIFICATION OR EXTENSION OF TYPE II DECISION .....	\$145
MAJOR MODIFICATION OF TYPE II DECISION .....	50% OF ORIGINAL FEE
DESIGN REVIEW (INCLUDING MOBILE/MANUFACTURED HOME PARKS .....	0.6% OF TOTAL PROJECT COST, \$715 MINIMUM*
PARTITION PRELIMINARY PLAT .....	\$715 PLUS \$70 PER PARCEL
SUBDIVISION PRELIMINARY PLAT .....	\$1430 PLUS \$70 PER LOT
VARIANCE .....	\$715
*FOR ANY DESIGN REVIEW FEE IN EXCESS OF \$10,000, 50% OF THE DESIGN REVIEW FEE IS DUE AT TIME OF APPLICATION AND 50% DUE AT TIME OF BUILDING OR SIMILAR PERMIT ISSUANCE.	
<b>TYPE III (QUASI-JUDICIAL REVIEW)</b>	
ANY TYPE III ACTION NOT SPECIFICALLY LISTED IN THIS SECTION.....	\$1510
ANNEXATION.....	\$1990 PLUS \$210 PER ACRE
COMPREHENSIVE PLAN AMENDMENT (SITE SPECIFIC).....	\$1865
CONDITIONAL USE PERMIT .....	\$1510
MINOR MODIFICATION OR EXTENSION OF TYPE III DECISION.....	\$145
MAJOR MODIFICATION OF TYPE III DECISION .....	50% OF ORIGINAL FEE
HISTORIC LANDMARK ESTABLISHMENT OR MODIFICATION .....	\$0
HISTORIC LANDMARK ELIMINATION .....	\$1865
SUBDIVISION PRELIMINARY PLAT .....	\$1430 PLUS \$70 PER LOT
PLANNED UNIT DEVELOPMENT .....	\$3020+\$70 PER LOT OR UNIT
ZONING AMENDMENT (SITE SPECIFIC) .....	\$1905
<b>TYPE IV (LEGISLATIVE AMENDMENTS)</b>	
COMPREHENSIVE PLAN TEXT AMENDMENT OR LARGE SCALE MAP REVISION.....	\$2145
DEVELOPMENT CODE TEXT AMENDMENT OR LARGE SCALE MAP REVISION.....	\$2145
<b>APPEALS</b>	
TYPE I OR II APPEAL TO PLANNING COMMISSION.....	\$440
TYPE I OR II APPEAL TO CITY COUNCIL.....	\$795
TYPE III APPEAL TO CITY COUNCIL.....	\$935
TYPE I ADJUSTMENTS OR TYPE II VARIANCES THAT ARE NOT DESIGNED TO REGULATE THE PHYSICAL CHARACTERISTICS OF A USE PERMITTED OUTRIGHT .....	\$250
<b>OTHER FEES</b>	
COMMUNITY DEVELOPMENT FEE .....	0.75% OF PROJECT COST
CITY HALL FEE.....	0.25% OF PROJECT COST
(THE ABOVE TWO CHARGES ADDED TO ANY BUILDING PERMIT APPLICATION)	
ENGINEERING REVIEW AND INSPECTION .....	5% OF PROJECT COST (2% DUE AT TIME OF SUBMITTAL)
EXPEDITED LAND DIVISION .....	\$5700 + \$70 PER LOT OR UNIT
URBAN GROWTH BOUNDARY AMENDMENT .....	\$3645
VACATION OF PUBLIC RIGHT-OF-WAY .....	\$1510
<b>LICENSE FEES</b>	
PEDDLER/SOLICITOR/STREET VENDOR .....	No fee (Business License fee only)
TEMPORARY MERCHANT .....	\$95/45 days or \$310/perpetual

**ADOPTION AND REVISION HISTORY:**

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