



# Oregon

Theodore R. Kulongoski, Governor

**Department of Consumer and Business Services**

**Building Codes Division**  
1535 Edgewater Street NW  
PO Box 14470  
Salem, OR 97309-0404  
(503) 378-4133  
FAX (503) 378-2322  
<http://bcd.oregon.gov>

**January 11, 2010**

**To: INTERESTED PARTIES**

**From: CHRIS HUNTINGTON, MANAGER  
POLICY AND TECHNICAL SERVICES**

**Subject: CITY OF ALBANY PROPOSED FEE ADOPTION**

The State Building Codes Division (division) has received the enclosed notice of intent to adopt building inspection program fees from the above listed municipality. Pursuant to Oregon Administrative Rule 918-020-0220, municipalities seeking to adopt fees are required to provide the following summary information 45 days prior to the proposed adoptive date.

- (A) The affected specialty code or program areas;
- (B) A description of the proposed building inspection program fees including the approximate percentage change when applicable;
- (C) The proposed effective date;
- (D) The date of the last fee increase in the specialty code or program area if applicable;
- (E) The anticipated date, time and location of the local municipal hearing scheduled pursuant to Oregon Revised Statute (ORS) 294.160;
- (F) The name, phone number, and title of a contact person; and
- (G) A narrative explaining the purpose of the proposed fee adoption.

The division is required to notify interested parties after receiving a notice of intent to adopt building inspection program fees from a municipality. Enclosed is the information the municipality provided to the division pursuant to the above administrative rule requirements.

If you have concerns about this proposed fee change, you may contact the municipality directly by contacting Melanie Adams at (541) 917-7650, or attend the local municipal hearing on February 24, 2010 in the Albany City Hall Council Chambers at 333 Broadalbin St. SW, Albany, OR 97321 at 7:15 p.m. If you still have unresolved concerns, you may, pursuant to ORS 455.210(3) and 479.845, appeal this fee adoption by sending a written request to the division within 60 days of the municipality's letter of notice to the division.

cc: CITY OF ALBANY

January 8, 2010

Chris Huntington  
Policy & Technical Services Manager  
Oregon Building Codes Division  
P.O. Box 14470  
Salem, OR 97309-0404

RE: Public Hearing for Proposed Fee Change for the City of Albany

Dear Chris:

The City of Albany is considering the adoption of a resolution which will result in changes to permit fees for the structural, mechanical, plumbing, electrical, fire, and manufactured dwelling programs. The last increase to these fees was effective December 1, 2001. If adopted, the effective date of the fee changes will be March 1, 2010.

The proposed changes are necessary for Albany's Building Division to be able to continue to provide adequate funds, equipment, and other resources necessary to administer and enforce the building inspection and electrical programs in conformance with our operating plan. Since the last fee change in 2001, the costs of operating the Building Division have increased significantly. The average wages-plus-benefits cost to the building inspection program to support one full-time employee in 2001 was \$49,018, whereas that same average per-employee cost in 2008 was \$70,600; an increase of 44%. The electrical program has experienced similar personnel cost increases: the average cost per employee in 2001 was \$67,760 versus the average 2008 cost of \$96,867 per employee; an increase of 43%. For FY 2009-2010, employee costs increased another 5%. These costs reflect increases in the annual cost of providing benefits and cost-of-living increases as per the employee union contract.

Since the last fee increase in 2001, non-personnel overhead costs for the operation of the Building Division have also increased, especially those assessed by the City as "central services" type charges. In 2001, the Building Division had actual materials and services expenditures of \$344,843, of which 40% was paid to the City for Building's share of city operations. In FY 2009-2010, Building has budgeted \$341,200 for materials and services, 71% of which is allocated for City central services costs. Other necessary expenses, such as code books, mileage payments, copier and fax equipment, and credit card processing fees have all significantly increased in cost since 2001. During better economic times, the Building Division built up a substantial reserve to help buffer downturns in revenue. Last year's recession, however, was so significant that we used that reserve in near entirety in order to continue operations and maintain highly-certified staff.

Over the past two years, the Building Division has cut elective materials and services expenses from \$451,600 to \$100,100 and has eliminated 8.5 FTE. We are continuing to be able to provide services only through a substantial grant from the City's General Fund,

Notice RE: Proposed Fee Changes, City of Albany

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which constitutes over 30% of our current budgeted revenue this year. Even with the current mild upswing in construction, we do not expect to be able to break even in the coming fiscal year due to the disparity between what we're charging for our services and what it costs to provide these services to our customers. We do not anticipate receiving any support from the City's General Fund after June of 2010, therefore it is critical that the fees charged for services be brought more in line with the cost of doing business.

In order to recoup the actual costs of operating Albany's building inspection program, a nearly 50% increase in fees would need to be assessed. However, a near doubling of fees would be untenable to Building Division customers even in the best of economic times, and so the Building Division is proposing a fee change that balances the needs of our customers while preserving the Division's ability to continue providing a consistent level of customer service. In an effort to compromise between needing to cover all actual costs to continue basic operations, and also acknowledging the hardship that increased fees will place on our customers, the Building Division is proposing an increase of 20% on all fees. Given the Building Division's experience with our previous two fee proposals, we anticipate that the Albany City Council will likely make changes to this current iteration. Those changes could result in a greater increase, a lesser increase, or an increase only to certain areas of our fee schedule. It is our expectation that we will need to provide Building Codes Division with updates as we move through our local Council process.

A copy of the proposed fee schedule is attached.

The Albany City Council will consider the proposed fee changes at a public hearing on February 24, 2010, at 7:15 p.m. in the Albany City Hall Council Chambers, 333 Broadalbin St SW, Albany, OR, 97321.

Anyone wishing to discuss these fees may contact me at:

Melanie Adams  
City of Albany Building Official  
333 Broadalbin St SW  
Albany, OR 97321  
Phone: (541) 917-7650  
Fax: (541) 917-7598  
Email: [melanie.adams@cityofalbany.net](mailto:melanie.adams@cityofalbany.net)

Sincerely,

Melanie Adams, Building Official  
City of Albany

Enclosure

# CITY OF ALBANY BUILDING PERMIT FEES

## 1. CONSTRUCTION BUILDING PERMITS:

### Residential & Commercial

Total Valuation**	Residential	Commercial
\$0 to \$25,000	\$60.00* for the first \$2,000 plus \$8.90 for each additional \$1,000 or fraction	\$75.00* for the first \$2,000 plus \$11.10 for each additional \$1,000 or fraction
\$25,001 to \$50,000	\$264.00 for the first \$25,000 plus \$6.60 for each additional \$1,000 or fraction	\$330.00 for the first \$25,000 plus \$8.25 for each additional \$1,000 or fraction
\$50,001 to \$100,000	\$432.00 for the first \$50,000 plus \$5.20 for each additional \$1,000 or fraction	\$540.00 for the first \$50,000 plus \$6.45 for each additional \$1,000 or fraction
\$100,001 and up	\$690.00 for the first \$100,000 plus \$3.90 for each additional \$1,000 or fraction	\$863.00 for the first \$100,000 plus \$4.80 for each additional \$1,000 or fraction

\*Maximum of one inspection.

\*\*See Valuation Table located on previous page.

**Plus 12% state surcharge**

**Plus \$1.00 per square foot residential and \$.50 per square foot commercial School Construction Excise Tax.**

**Plus Document Imaging Charge of \$1.00 per page**

## 2. PLUMBING PERMITS:

### New 1 & 2 Family Dwelling

Fee includes the first 100 ft of water and sewer service, hose bibbs, icemakers, underfloor low-point drains and rain drain packages that include the piping, gutters, downspouts and perimeter system.

Note: A half bath is equivalent to a single bathroom.

One Bathroom & Kitchen .....	\$313.00
Two Bathrooms & Kitchen .....	400.00
Three Bathrooms & Kitchen .....	500.00
Each additional Bath/Kitchen .....	75.00

**Commercial, Multifamily, Manufactured Dwellings, 1 & 2 Family Dwelling  
New\*, Additions, Alterations, Repairs, & Accessory Structures**

\*Excludes 1 & 2 Family Dwelling, see fee schedule above.

Minimum permit fee .....	72.00
Each plumbing fixture or items (per fixture or item).....	19.00
Includes: Absorption valve, clothes washer, dishwasher, drinking fountain, ejectors/sump, expansion tank, floor drain/sink/tub, garbage disposal, hose bibb, icemaker, primer, sewer cap, sink/basin/lavatory, tub/shower/shower pan, urinal, water closet, gas water heater, tankless water heater, backflow preventer (water), backwater valve (storm sewer), other fixtures or items not named above.	
Other Plumbing fees:	
Sewer:	
First 100 feet .....	\$100.00
For each additional 100 feet or portion.....	35.00
Water service:	
First 100 feet .....	\$100.00
For each additional 100 feet or portion.....	35.00
Storm and rain drain:	
First 100 feet .....	\$100.00
For each additional 100 feet or portion.....	35.00
Manufactured home space (if not covered by siting fee) .....	\$72.00
Plumbing Plan Review – When required or requested .....	40% of the permit fee
Minor Label with Corrections .....	\$75.00/hr (1 hr min.)

**Medical Gas Installation**

Fees based on valuation of installation costs and system equipment, including but not limited to, inlets, outlets, fixtures and appliances (rounded up to the nearest dollar).

Total Valuation**	Fee
\$0 to \$5,000*	\$100.00
\$5,001 to \$10,000	\$100.00 plus \$1.50 for each additional \$100 or fraction thereof over \$5,000
\$10,001 to \$100,000	\$175.00 plus \$10.20 for each additional \$1,000 or fraction thereof over \$10,000
\$100,001 and more	\$1,195.00 plus \$7.00 for each additional \$1,000 or fraction thereof over \$10,000

\*Maximum of one inspection.

Minimum permit fee..... \$100.00

Plumbing plan review\*\* ..... 40 % of the permit fee

\*\*Plan review is required on all Medical Gas Installations

**Plus 12% state surcharge**

Plus Document Imaging Charge of \$1.00 per page

**3. MECHANICAL PERMITS:**

**1 & 2 Family Dwelling/ Manufactured Dwellings:  
New, Additions, Alterations, Repairs, & Accessory Structures**

Minimum permit fee .....	\$72.00
Gas connections .....	7.00 each
Appliances.....	20.00 each
Venting.....	10.00 each
Radon mitigation, LP- tank connections and venting, gas fireplace.....	30.00 each

**Commercial & Multifamily: New, Alterations, Additions, Repairs, & Accessory Structures**

The valuation used to determine the commercial mechanical permit fee shall include the value (rounded up to the nearest dollar) of all mechanical materials, equipment, labor, overhead and profit.

Total Valuation**	Fee
\$0 to \$25,000	\$75.00* for the first \$2,000 plus \$11.10 for each additional \$1,000 or fraction
\$25,001 to \$50,000	\$330.00 for the first \$25,000 plus \$8.25 for each additional \$1,000 or fraction
\$50,001 to \$100,000	\$540.00 for the first \$50,000 plus \$6.45 for each additional \$1,000 or fraction
\$100,001 and up	\$863.00 for the first \$100,000 plus \$4.80 for each additional \$1,000 or fraction

\*Maximum of one inspection.

Mechanical Plan Review – When required or requested ..... 35% of the permit fee

Plus 12% state surcharge

Plus Document Imaging Charge of \$1.00 per page

**4. PLAN REVIEW:**

**Non-Residential & Residential**

65% of building permit fee PLUS 40% of plumbing (when required) and 35 % of mechanical permit fees for the review of applicable requirements such as limit controls, storm drainage, fixture clearances, ventilation, combustion air, etc. Hourly rate for additional or predevelopment consultation plan review/research is \$70.00 per hour. Additional 40% of building permit fee for fire/life safety on commercial permits.

Plus land use plan review for building permits:

Minimum..... \$70.00/hr (1/2 hr min.)

Plus floodplain/flood hazard zone review:

5% of building permit fee when project is within flood hazard zone.

Third-party plan review ..... 70.00/hr (2 hr min.)

Application for alternate materials and methods; or

Review of non-code state-approved items..... 70.00/hr (2 hr min.)

**5. PARKING LOT PERMITS:**

**New Parking Lot**

Spaces	Fee
1 - 25,000 square feet	\$0.06/sq. ft.
25,001 - 99,999 square feet	0.04/sq. ft.
100,000 and more square feet	0.03/sq. ft.

New parking lot plan review.....65% of permit fee  
 Remodel/review ..... 0.03/sq. ft.  
**Plus** ..... \$70.00/hr review (2 hour min.)

**Re-striping Only**

Spaces	Fee
1 – 2 spaces	\$125.00
3 – 5 spaces	\$265.00
6+ spaces	\$355.00

Additional consultation as needed .....\$70.00/hr (1 hr min.)

**Plus 12% state surcharge**  
**Plus Document Imaging Charge of \$1.00 per page**

**6. MANUFACTURED HOME PERMITS:**

Manufactured home setup..... \$275.00  
**plus** 12% state surcharge ..... 33.00  
 State fee..... 30.00

\$275.00 installation fee allows three inspections total. These include the stand and lot preparation, all support blocking, Earthquake-Resistant Bracing System (ERBS), flood and wind anchoring devices, perimeter skirting, underfloor access and ventilation, mechanical crossovers and terminations and temporary steps. This fee also includes electrical feeder, plumbing connections, and all cross-over connections. Accessory structures, utility connections beyond 30 lineal feet and/or new or additional electrical services or plumbing may require additional permits. This permit does not include an electrical service.

**Plus Document Imaging Charge of \$1.00**

**7. MISCELLANEOUS PERMITS/FEES:**

- Moving a building..... \$140.00
- Demolition ..... 70.00  
**plus** plumbing fee also assessed if sewer is to be capped

- Change of occupancy ..... 140.00  
     **plus** research fee as needed ..... 70.00/hr
- Deferred Submittal\*\* ..... 65% of building permit fee calculated using  
     (Applies to both separate and combo permits) ..... value of deferred portion(s)  
     Deferrals are defined by plan review staff ..... \$250.00 minimum
- Phased Project\*\* ..... In addition to regular permit fees, 10% of total  
     ..... project building permit fee for each phase.  
     ..... \$70.00 minimum, not to exceed \$1,500 for each phase **plus** \$250.00 application fee.

\*\* In addition to plan review fees.

- Additional Plan Review due to amendments to the construction documents .....70.00/hr (1 hr min.)
- Inspections for which no fee is specifically indicated .....70.00/hr (1 hr min.)
- Compliance Inspections .....70.00/hr (1 hr min.)
- Re-inspections.....70.00/ hr (1 hr min.)
- Investigations: Costs for additional inspections/review/engineering required for investigations needed by the Building Official shall be recovered at cost plus 30% overhead. These activities may include, but are not limited to, actions necessary to issue a new or revised Certificate of Occupancy, costs associated with third-party review, complaint investigation, additional inspections, annual reviews, etc.
- Work without a Permit..... Amount equal to and in addition to the building permit fee.
- Temporary Certificate of Occupancy:  
     Each 30 days ..... 200.00  
     1 & 2 Family Dwellings each 30 days ..... 75.00
- Expedited Services: Fees are in addition to regular permit fees – see expedited fee application for details.  
     \* Please request at time of permit application.  
     Plan review .....75.00 hr/ (2 hr min.)  
     After hours inspections.....75.00 hr/ (2 hr min.)  
     Minor on-site plan review .....75.00 hr/ (2 hr min.)
- Onsite inspector – daily rate ..... 1,000/ 8 hr block (min.)
- Expired permit reinstatement ..... 50% of current permit fee  
     \*Eligibility for reinstatement is determined by the Building Official.

**Plus 12% state surcharge**

**Plus Document Imaging Charge of \$1.00 per page**

**8. SIGN PERMITS:**

- Freestanding, projecting and monument signs (per sq. ft.) .....0.50
- All other signs (per sq. ft.) .....0.40
- Minimum.....\$40.00
- Structural inspection and review covered under Construction Permits/Plan Review.
- Temporary Signs .....50.00 base fee plus \$10.00 per sign

**Plus Document Imaging Charge of \$1.00 per page**

**9. ELECTRICAL PERMITS:**

**RESIDENTIAL PER UNIT:**

1000 sq. ft. or less .....	\$135.00
Each additional 500 sq. ft. or portion .....	25.00
Limited energy (in conjunction with above or other permit only) .....	65.00
Each manufactured home/modular service/feeder .....	65.00

**SERVICES OR FEEDERS:**

**Installation, Alterations or Relocation – no circuits included**

200 amps or less .....	\$80.00
201 to 400 amps .....	95.00
401 to 600 amps .....	158.00
601 to 1000 amps .....	205.00
1000+ amps or volts .....	475.00
Reconnect only .....	65.00

**TEMPORARY SERVICES OR FEEDERS:**

**Installation, Alterations, or Relocation**

200 amps or less .....	\$ 65.00
201 to 400 amps .....	86.00
401 to 600 amps .....	125.00
601 to 1000 amps .....	205.00
1000 + amps or volts .....	475.00

**BRANCH CIRCUITS:**

**New, alteration, or extension per panel**

Branch circuits with purchase of service or feeder fee .....	\$5.50 each
Branch circuits without purchase of service or feeder fee .....	65.00
Each additional .....	5.50

**MISCELLANEOUS:**

**Service or feeder NOT included**

Pump or irrigation circle .....	\$65.00
Sign or outline lighting .....	65.00
Signal circuits or limited energy panel, alteration/extensions .....	65.00
Master Label Permit set up fee .....	100.00
Each Master Label inspection .....	75.00/ hr (1 hr min.)
Minor Label with corrections .....	75.00/hr (1 hr min.)
Fire alarm panel, see Section 11	

**ADDITIONAL INSPECTION FEES OVER THE ALLOWABLE IN ANY OF THE ABOVE:**

Per inspection or re-inspection when added to an existing permit .....	\$49.00
Miscellaneous hourly fee for inspections .....	75.00/ hr (1 hr min.)

**Plus 12% state surcharge**

**Plus Document Imaging Charge of \$1.00 per page**

**PLAN REVIEW FEE:**

25% of electrical permit, if required (see application).

**10. FIRE SPRINKLER PERMITS:**

**Residential Fire Suppression Systems**

*\*Fee includes plan review*

<b>Square Footage</b>	<b>Fee</b>
0 to 2,000 SF	\$200.00
2,001 to 3,600 SF	\$250.00
3,601 to 7,200 SF	\$325.00
7,201 SF +	\$410.00

**Note: WIRSBO systems require licensed plumber to perform work.**

**Separate plumbing permit may be required for all systems.**

**Commercial Fire Suppression Systems**

Add/replace valves, attachments or devices.....	\$59.50 each
Fire pump installation or replacement (less than 1000 gpm).....	140.00 each
Fire pump installation or replacement (1000 gpm or more).....	280.00 each
Hood suppression systems (per hood).....	112.00
Hydrants (including PIVs)	
1 to 3.....	\$252.00
More than 3.....	84.00ea
New, lower/raise, and relocate fire sprinkler heads	
1 to 25.....	\$105.00
26 to 50.....	175.00
51 to 100.....	280.00
101 to 200.....	399.00
201 to 300.....	455.00
301 to 500.....	672.00
501 to 1000.....	1400.00
1001 to 2000.....	2436.00
2001 to 3000.....	3150.00
3001 to 4000.....	3752.00
4001 to 5000.....	3990.00
5001 to 6000.....	4200.00
each 100 heads or fraction thereof over 6000.....	28.00
Each riser.....	\$70.00
Hydrostatic test (per riser).....	56.00
Flush test (per test/per riser).....	56.00
Storage tank (in addition to separate building permit).....	210.00
Standpipe or other testing.....	\$70.00 per staff/ hr (\$280.00 Min)

**PLAN REVIEW FEE:**

40% of fire sprinkler permit (\$70.00 minimum).  
Revisions, including field review inspection of as-builts .....\$70.00/ hr (1 hr min.)  
Additional inspections/plan review as required by Building Official..... 70.00/hr

**Plus 12% state surcharge**

**Plus Document Imaging Charge of \$1.00 per page**

**11. FIRE ALARM PERMITS:**

**\*\*Separate electrical permit required in addition:**

Each riser .....\$70.00  
Fire alarm control panel ..... 70.00

**SIGNAL INITIATING AND NOTIFICATION TYPES:**

Signal initiating devices: detectors, manual pull stations, water flow, tamper switches  
1-10 .....\$70.00  
11-20 ..... 126.00  
Each additional 30 (or fraction thereof).....42.00

Notification devices: bells, chimes, strobes, horns, annunciators, etc.  
1-10 .....\$70.00  
11-20 ..... 126.00  
Each additional 30 (or fraction thereof).....42.00

**Plus 12% state surcharge**

**Plus Document Imaging Charge of \$1.00 per page**

**PLAN REVIEW:**

40 % of fire alarm permit, \$70.00 minimum.

Each permit receives up to 3 rough and up to 2 final inspections, 1 hour each, at no additional charge.

# PUBLIC WORKS UTILITY FEES/CHARGES July 1, 2007 through June 30, 2009

(Updated July 1, 2008)

❖ **WATER System Development Charges:**

Single-Family Residential,	3/4" meter	\$ 2,023
Commercial, or Industrial	1" meter	\$ 3,379
(Based on water meter size)	1 1/2" meter	\$ 6,736
2" meter	\$ 10,783	
3" meter	\$ 21,586	
4" meter	\$ 33,724	

❖ **WATER Service Installation\*\*:**

<u>Water Meter Size</u>	<u>Service Installation Charge (w/meter)</u>	<u>Meter Drop-in Charge</u>
3/4"	\$ 2,950	\$ 160
1"	\$ 2,975	\$ 180
1 1/2"	actual cost	\$ 530
2"	actual cost	\$ 570

\*\**(Water services larger than 2-inches must be constructed privately under a Permit for Private Construction of Public Improvements obtained from the Public Works Engineering Division.)*

❖ **WATER Connection Charges:**

Single-Family Zones	\$ 26/linear foot	(full lot frontage, 50 foot min)
Multi-Family, Comm., Ind. Zones	\$ 36/linear foot	(full lot frontage, 50 foot min)

*One service line installation with a meter box is included if one does not exist. Meter drop-in charge does apply.*

❖ **SANITARY SEWER System Development Charges:**

Residential	\$ 2,376/dwelling unit	
Commercial/Industrial (Low Strength)	\$ 2,376 (first 6 fixtures)	\$ 396 each add'l fixture
Commercial/Industrial (Medium Strength)	\$ 3,458 (first 6 fixtures)	\$ 576 each add'l fixture
Commercial/Industrial (High Strength)	\$ 5,533 (first 6 fixtures)	\$ 922 each add'l fixture

❖ **SANITARY SEWER Connection Charges:**

All uses	\$ 46/linear foot	(full lot frontage, 50 foot min)
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*One service line installation to the property line cleanout is included if one does not exist.*

❖ **North Albany SANITARY SEWER In-Lieu-of Assessments:**

North Albany Interceptor	\$ 2,442 per gross acre
North Albany Collector (in district)	\$ 5,507 each additional lot created (within 150 feet)
North Albany Collector (out of district)	\$ 7,867 per benefit

❖ **STORM DRAINAGE Connection Charges:**

All uses	\$ 42/linear foot	(full lot frontage, 50 foot min)
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**STREET System Development Charges:**

Single-Family Residential	\$ 1,719
Multi-Family/Duplex	\$ 1,207/dwelling unit
Manufactured Home in Park	\$ 896
Institutional, Comm., Office, Indust.	(variable – based on projected traffic volumes)

❖ **STREET Connection Charges:**

All uses	\$ 77/linear foot	(full lot frontage, 50 foot min)
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❖ **North Albany STREET Improvement Assurance Charges:**

Development Adjacent to Collector/Arterial Streets in North Albany	\$ 210/linear foot
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❖ **ENCROACHMENT PERMIT:**

For all work performed within the public right-of-way. Utility taps, sidewalk and driveway work, etc.	\$ 30
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## **PUBLIC WORKS DEFINITION OF FEES**

### **SYSTEM DEVELOPMENT CHARGES:**

System Development Charges (SDCs) are those fees charged to satisfy that portion of new demand on parks, transportation, water, and wastewater services generated specifically by a new development. Adequate funding for growth-driven capital improvements is necessary to maintain health, safety, commerce, and quality of life within a community. In an effort to secure a constant, equitable framework by which SDCs are collected and disbursed the Oregon State Legislature adopted a State law (House Bill 3224) which regulates SDCs.

The bill establishes requirements for the calculation of fees, and specifies that fees collected must be spent on the capital improvement projects for which they have been assessed. The City is required to provide an annual accounting of SDCs showing the amount collected for each system and the projects that were funded.

SDCs are divided into two categories:

- (1) Reimbursement Fees, which pertain to existing capital improvements, or those under construction, and
- (2) Improvement Fees, which pertain to future capital improvements. An SDC can be assessed for either fee category, or for both. Credit may be given against an SDC when a developer is required to construct a qualified public improvement that meets certain conditions.

### **SEWER/WATER/STORM/STREET CONNECTION CHARGES:**

A Connection Charge shall be due and payable when any property connects to the City's sanitary sewers, water, storm drains, and/or improved streets, which no assessment has previously been levied or for which the cost of constructing the sanitary sewer, water distribution facility, storm drain, and/or improved streets has not been paid by the property.

At the time when a development request is initiated, the Finance Department along with the Public Works Department will determine when the sewer/water/storm/streets were built, and how they were paid for to see if a "connection" fee is due. Engineering Services will determine the amount based on the formula in the Municipal Code. **Please call Engineering Services at (541) 917-7676 for information.**

Prior to planning a development or purchasing a piece of property, it is recommended that a check on the property be completed to see if connection fees are due. These fees will not usually show up as an encumbrance in a preliminary title report.

### **NORTH ALBANY MAJOR STREET IMPROVEMENT FUND:**

Development approval for sites fronting arterial and collector roadways in North Albany are subject to contributing one-half of the cost of a typical local street improvement, including sidewalk and drainage to help pay for the non-over sizing portion of future improvements to major roadways in North Albany. **Please call the Engineering Division at (541) 917-7676 for information.**

**PUBLIC WORKS FILL PERMIT FEE SCHEDULE**

No. Of Cubic Yards	Permit Fees:	Plus Fees Per Add'l. Cubic Yds.	Plan Review Fee:
0- 1,000	\$190.00 1st 100 cubic yds.	\$ 10.50 ea. add'l. 100 cubic yds. or fraction	\$ 187.50 <b>plus \$500.00*</b>
1,001 - 10,000	\$282.00 1st 1,000 cubic yds.	\$ 9.00 ea. add'l 1,000 cubic yds. or fraction	\$195.00 <b>plus \$500.00*</b>
10,001 - 100,000	\$363.00 1st 10,000 cubic yds.	\$ 40.50 ea. add'l 10,000 cubic yds. or fraction	\$195.00 1st 10,000 cubic yds. <b>plus</b> \$15 ea. add'l 10,000 cu.yds. or fraction <b>plus \$800.00*</b>
100,001-200,000	\$727.50 1st 100,000 cubic yds.	\$40.50 ea. add'l 10,000 cubic yds. or fraction	\$330.00 1st 100,000 cu. yds. <b>plus</b> \$9.00 ea. add'l 10,000 cu. yds. or fraction <b>plus \$800.00*</b>
200,001 or more	same as above	same as above	\$424.00 1st 200,000 cu. yds. <b>plus</b> \$4.50 ea. add'l 10,000 cu. yds. or fraction <b>plus \$1,000.00*</b>

**\*Deposit for expected engineering review costs. Unused deposits, or partial credits will be credited to permit at time of issuance. Deposit may be waived by Permitting & Development Services Engineer on small projects that do not require engineering.**

Other Fees: Additional plan review/inspection required because of the uniqueness **or size** of the project or by changes, additions or revisions to approved plans as determined by the Permitting & Development Services Engineer are: ..... \$65.00 per hour<sup>1</sup>  
(minimum charge-one-half hour).  
Inspections outside of normal business hours ..... \$50.00 per hour<sup>1</sup>  
Reinspection fees assessed under provisions of Section 305(g).....\$50.00 per hour<sup>1</sup>  
Inspections for which no fee is specifically indicated.....\$50.00 per hour<sup>1</sup>

**Plus Document Imaging Charge of \$1.00 per page**

**STREET TREE FEES**

**Please call the Engineering Division at (541) 917-7676 for fee calculation.**

**PARKS SYSTEM DEVELOPMENT CHARGES:**

**Please call the Parks and Recreation Department at (541) 917-7777 for information.**

**RESIDENTIAL CONSTRUCTION THAT INCLUDES BEDROOMS:**

Including Manufactured Home Placement Permits

Per bedroom .....\$255.00  
Per square foot of new construction.....\$0.49

## PLANNING FEES

Type of Application	Current Fee (c) (7/1/2009 to 6/30/2010)
<b>Adjustment</b> (Type I)	\$62
<b>Annexations</b> – (set by separate resolution)	Varies
<b>Appeals</b>	
Appeal to City Council (Type III)	\$740
Appeal to PC only (Type I-L that had a neighborhood meeting)	\$247
Appeal to Hearings Officer-Expedited Land Div.	\$300 dep./max \$500 (b)
<b>Comprehensive Plan Amendment</b> (Type IV)	
Map Amendment – Without Concurrent Zoning Map Amendment	\$3,088
Map Amendment – Concurrent with Zoning Map Amendment	\$4,324
Text Amendment	\$3,458
<b>Conditional Uses</b>	
New construction (Type III)	\$2,472 plus (c)
New construction (Type II)	\$1,605 plus (c)
Existing building – Expand or modify (Type III)	\$1,605
Existing building – Expand or modify (Type II)	\$908
Existing parking lot – Expand or modify (Type II and III)	\$908
Additional fee if Design Standards apply (Type II and III)	\$270
Additional fee if traffic report required (Type II and III)	\$618
<b>Historic Review</b>	
Exterior Alteration; Designation of Landmark (Type I and Type I-L)	\$38
New Construction; Substitute Materials (Type I and Type I-L)	\$38
Demolition/Moving (Type III)	\$618
<b>Interpretation of the Code</b>	
Quasi-Judicial (Type II)	\$618
Legislative (Type IV)	\$1,234
<b>Land Divisions</b>	
<u>Partition</u> (2 or 3 parcels)	
Tentative Plat – (Type I-L, Expedited)	\$1,976
Tentative Plat – (Type III)	\$2,842
Final Plat – (Type I-L) [not applicable to replats]	\$498
<u>Subdivision</u> (4 or more lots)	
Tentative Plat – (Type I-L, Expedited)	\$2,224 + \$50 per lot
Tentative Plat – (Type III)	\$3,088 + \$50 per lot
Additional fee if traffic report required	\$618
Final Plat (Type I-L) [not applicable to replats]	\$622
<b>Notes:</b>	
(a) There is no fee for land use applications initiated by City of Albany General Fund departments.	
(b) Per ORS 197.375(6)	
(c) 0.15% of the development's construction value over \$150,000. (Construction value excludes the cost of the land).	
(d) Same fees apply to modification of an approved project.	
(e) Public hearing fee related to a Type II application shall be paid by the project applicant, not the person requesting the hearing.	
<b>REFUND POLICY:</b> In cases of withdrawal of an application, refund of fees may be applicable, less costs incurred, as determined by the Director. Generally refunds of 80% will be made for a withdrawn application if it made in writing prior to the City sending out the Notice of Filing or Notice of Public Hearing and preparation of the staff report has not begun. If the notice has been sent but the staff report is not being prepared, then 50% of the application fee will be refunded. No refund will be provided for applications on which work on a staff report has begun.	
<b>Exception:</b> Refund policy of an appeal of an expedited land division shall follow ORS 197.375 regulations.	

## PLANNING FEES (continued)

<b>Land Use Status Letter</b> (Type I)	\$52
<b>Manufactured Home Park</b> (Type I-L)	\$2,224+ \$20 per space
Additional fee if in floodplain (Type III)	\$865
Additional fee if traffic report required	\$618
<b>Nonconforming Situations</b> (Type II)	
New Construction	\$740 plus (c)
No New Construction	\$371
<b>Planned Development – 3-Step Process</b>	
Preliminary (Type I)	\$1,358
Interim (Type III)	\$3,458
Final (Type I)	\$618
Additional fee if traffic report required	\$618
<b>Property Line Adjustment</b> (Type I)	\$247
<b>Request for Public Hearing of a Type II application</b>	\$740 (e)
<b>Residential Accessory Buildings</b> (Type I-L and Type CUII)	\$371
<b>Revision to Application in Process</b>	\$246
Additional fee if renotification required	\$122
<b>Revised Decision</b>	
Staff Decision (Type I, II or I-L)	\$371
PC or CC Decision (Type III or IV)	\$865
<b>Site Plan Review (d)</b>	
Option A (new construction) (Type I-L)	\$2,348 plus (c)
Option B (modify existing development) (Type I-L)	\$1,605
Option C (change of use-existing development) (Type I)	\$0
Parking Lot Modification (Type I-L)	\$908
Additional fee if traffic report required	\$618
Additional fee if Design Standards apply	\$270
<b>Special Requests-Temporary Uses</b> (Type I)	
Medical Hardship; Temporary Uses; Temporary Residence	\$122
<b>Tentative Replat (Type I-L)</b>	\$247
<b>Tree Felling – 5 or more</b>	\$371
Concurrent with a development proposal (Type I-L)	\$987
Not concurrent with a development proposal (Type I-L)	\$5,804
<b>Urban Growth Boundary Amendment</b>	
<b>Vacation</b> (Type IV)	\$1,976
Public Street or Alley	\$1,730
Public Easements	
<b>Variance</b> (Type II)	\$740
First, or individual variance to a code section (Type II)	\$494
Each additional concurrent variance to a code section	\$1,111
<b>Willamette Greenway</b> (Type II)	\$3,088
<b>Zoning Map Amendment</b> (Type IV)	
<b>Notes:</b>	
(b) There is no fee for land use applications initiated by City of Albany General Fund departments.	
(b) Per ORS 197.375(6)	
(c) 0.15% of the development's construction value over \$150,000. (Construction value excludes the cost of the land).	
(d) Same fees apply to modification of an approved project.	
(e) Public hearing fee related to a Type II application shall be paid by the project applicant, not the person requesting the hearing.	
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<u>Exception:</u> Refund policy of an appeal of an expedited land division shall follow ORS 197.375 regulations.	

## MAPS AND DOCUMENTS

Purchase is optional.

**Development Code (text only)** ..... \$25.00  
     **(dividers)** ..... 5.00  
     **(notebook)** ..... 5.00

The Development Code contains the City's zoning regulations.

**Comprehensive Plan (text only)** ..... 20.00  
 The Comprehensive Plan is the policy guide to decisions about the development of the community.

**City of Albany Zoning/Comprehensive Plan Map B** ..... 5.00  
     Size is 2' x 2'

**City of Albany Street Map** ..... Small 3.00  
     ..... Large 5.00  
 Streets, tax lots, city limits and the Urban Growth Boundary. The Health Hazard Boundary is shown on one map.

**City of Albany Flood Hazard Boundary Maps (Topographic)** ..... 5.00  
 The Flood Hazard Boundary as shown within the Urban Growth Boundary and city limits – elevation contours at two-foot intervals. Areas of trees and brush, structures, streets, log ponds, lumber and storage yards, waterways, playgrounds, manufactured home parks, crops and cemeteries.  
     Scale is 1"=100'  
     Size is 2' x 3'

**Topographic Maps (North Albany to Tangent)** ..... 1" = 200', 12" x 18"     0.75  
     ..... 1" = 100', 2' x 3'     1.50  
 Elevation contours shown at two foot intervals. Areas of trees and brush, structures, streets log ponds, lumber and storage yards, waterways, playgrounds, manufactured home parks, crops and cemeteries.

**Linn County Assessor Maps** ..... 8 1/2" x 11"     0.75  
     ..... 18" x 24"     1.00  
 Subdivision names, streets, tax lots and some acreage amounts.  
     Scale varies.

**Benton County Assessor Maps (North Albany)** ..... 8 1/2" x 11"     0.75  
     ..... 18" x 20"     1.00  
 Subdivision names, streets, tax lots and acreage amounts.  
     Scale varies.

**Oregon State Highway Map (Millersburg to Tangent)** ..... 3.00  
 Streets, highways and public buildings.  
     Scale is 1"=1,000'  
 Size is 36" x 42"