



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>

October 20, 2008

To: INTERESTED PARTIES

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

Subject: CITY OF CORVALLIS 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 affective 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 Dan Carlson, 541-766-6729 x5102, or attend the local municipal hearing on Thursday, October 23, 2008, at 12:00 PM at City Hall, 500 SW Madison Ave, Madison meeting room, Corvallis. 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 30 days of the municipality's fee adoption date.

cc: City of Corvallis



Community Development
Development Services Division
501 SW Madison Avenue
P.O. Box 1083
Corvallis, OR 97339-1083
(541) 766-6929
TTY (541) 766-6477

October 14, 2008

Oregon State Building Codes Division
PO Box 14470
1535 Edgewater Street NW
Salem, OR 97309-0404

RE: Notification of Building Permit Fee Increase for City of Corvallis

In accordance with OAR 918-020-0220, the City of Corvallis, Development Services Division, is providing notification to the Oregon State Building Codes Division of intent to raise permit fees. This section provides several criteria that must be included in this notification. Please see the list below for the criteria and explanation:

918-020-0220 Fee Adoption Standards

(1)(a) The municipality shall notify the division of such adoptions 45 days prior to the adoptive date. The notification shall include a summary of the following:

(A) The affected specialty code or program areas;

The affected specialty code areas are being adjusted to conform to the new consistent form and fee methodology rules found in OAR 918-050, and include residential and commercial building, mechanical, plumbing, electrical and manufactured dwelling, fire suppression, and medical gas programs.

(B) A description of the proposed building inspection program fees including the approximate percentage increase when applicable;

The building inspection program fees that will be increased are the building plan review fees outlined in Section 8.03.300 of the Corvallis Municipal Code. Approximate percentage of building plan review increase will be 35%. This will also impact CMC Section 8.03.300.050 for fees relating to accessory structures of manufactured home installations. Other program descriptions and increases are listed in the attached table of Historical Adjustments.

(C) The proposed effective date;

The proposed effective date is January 1, 2009.

(D) The date of the last fee increase in the specialty code or program area if

applicable;

The date of the last fee increase in each specialty area is listed in the attached table of Historical Adjustments.

(E) The anticipated date, time and location of the local municipal hearing scheduled pursuant to ORS 294.160;

The date of local municipal hearing will be during the Administrative Services Committee Meeting on October 23, 2008, at the City of Corvallis City Hall, 500 SW Madison Ave, Madison Meeting Room, 12:00 PM. Public notice will be provided in accordance with ORS 9294.160.

Side Note: Outreach is underway to local stakeholder groups including the Development Services Stakeholder Advisory Group, Willamette Valley Home Builders Association and Corvallis Chamber. An informational meeting will be held on October 20. The attached notice of both the informational meeting and the public hearing was mailed to over 180 contractors, developers, and design professionals.

(F) The name, phone number and title of a contact person; and

Contact Info:
City of Corvallis, Development Services Division
Dan Carlson, Development Services Manager
PO BOX 1083
Corvallis, OR 97339-1083
541-766-6929 phone
541-766-6936 fax
dan.carlson@ci.corvallis.or.us

(G) A narrative explaining the purpose of the proposed fee adoption.

The purpose of the proposed fee increase is to align with the State mandated fee methodologies required by OAR 918-050, and to continue recovering costs for inspection, plan review and other services relating to the administration of the City of Corvallis' permit programs for residential and commercial building, mechanical, plumbing, electrical and manufactured dwelling, fire suppression, and medical gas areas. The current fee schedules do not recover costs.

Questions or comments relating to this notification of proposed fee increase should be directed as noted above. Thank you.

Sincerely,



Dan Carlson
Development Services Manger

Historical Fee Adjustments

Program	Previous Adjustment Date	Previous % Increase	Proposed Average % Adjustment
Structural Permit Plan Review	February 2007	30%	-15% 35%
Mechanical Residential Commercial	February 2002	30%	-3.5% New Methodology
Plumbing	July 1991	18%	18%
Electrical	February 2002	25%	19%
Medical Gas	April 2002	(new fee)	New Methodology
Manufactured Home Installation	September 1989 (set by State)	\$105	\$275 - matching other jurisdictions
Phased Development	February 2007	(new fee)	No adjustment
Deferred Submittals	February 2007	(new fee)	No adjustment
Fire & Life-Safety Review	July 1990	(new fee) 40% of Building Permit Fee	Equal to Building Plan Review Fee
Land Development Code Review	July 1991 (new fee)	33% of Building Plan Review	Fee basis is from Structural Plan Review so a fee increase will result
Residential Fire Sprinklers	New fee per OAR	N/A	N/A

Cost Comparison

\$250K SFD project		
	<u>Current</u>	<u>Proposed</u>
Permit	1,265.11	1,075.34
Plan Review	822.32	1,075.34
Surcharge	151.81	129.04
LDC	271.37	354.86
	2,510.61	2,634.59
Difference		123.98
Increase		4.8%
Project cost increase		1.05%

\$250K COM project		
	<u>Current</u>	<u>Proposed</u>
Permit	1,265.11	1,075.34
Plan Review	822.32	1,075.34
Surcharge	151.81	129.04
FLS Rev	506.04	1,075.34
LDC	271.37	354.86
Fire Code	82.232	107.53
	3,098.88	3,817.47
Difference		718.58
Increase		18.0%
Project Cost Increase		1.53%

MEMORANDUM

To: Administrative Services Committee
From: Ken Gibb, Community Development Director
Date: October 10, 2008
Subject: Permit Fee Adjustment

ISSUE

Council approval to change permit fee methodologies as required by the State Building Codes Division, and adjust permit fees to recover program costs.

BACKGROUND

It has become necessary to initiate action to adjust permit fees for two primary reasons:

1) Fee Methodologies - The City must align its permit fee methodologies to comply with new Oregon Administrative Rules (Attachment 2). These Rules were filed by the State Building Codes Division (BCD) on July 1, 2008, and require all jurisdictions to:

- Use standard permit application forms, approved by the State BCD.
- Adopt consistent statewide fee methodologies drafted by BCD for residential and commercial projects.

The effective date of the new rules is January 1, 2009. The fee methodologies are modeled after the jurisdictions in the Tri-County metro area, who have had this structure in place for several years. Fees directly impacted by these rules include Permit Fees, Plan Review Fees, and Administrative Charges for the following programs:

Structural, Mechanical, Plumbing, Electrical, Manufactured Home, Residential Fire Sprinkler, Medical Gas, Phased Development and Deferred Submittals.

2) Cost Recovery - The Development Services Division is primarily self-funded through fees charged for plan review, inspection and other services associated with regulating new construction activity. The goal of permit fees is generally to recover the costs associated with providing these services. For the past year, the Development Services Division has been experiencing a prolonged and significant downturn in new residential construction which has adversely impacted revenues in several program areas. Despite cuts in several areas, it will be necessary to adjust fees in effort to continue providing the required services.

DISCUSSION

The State BCD is requiring all jurisdictions to use the same permit fee methodologies and forms in effort to promote statewide permitting consistency. Ultimately this is seen as a positive step, particularly for contractors who work in many jurisdictions. However, creating consistent fee methods does not mean creating consistent fees - just the method by which they are derived. Changing to new fee methods will result in fee increases and decreases in various program areas.

Aside from the required methodology change, Development Services has been significantly impacted by the downturn in new residential construction activity which is down approx 83% since January 2008. As can be viewed on the attached permit activity charts (Attachment 3), this downturn also extends well into 2007. The wide reaching effects of not issuing permits for new homes is felt in many areas such as mechanical, plumbing and electrical, where revenues from permits are down dramatically. These programs were previously identified in the adopted 08/09 budget as needing to be reviewed and adjusted (Attachment 4) in order to maintain a positive fund balance.

Development Services has worked closely with the six-member Stakeholder Advisory Group in reviewing the Division's budget in addition to providing feedback on the fee analysis. In light of the circumstances with revenues from residential construction being down, actions were taken in June through August to save nearly \$443,000 from the Division's expenditures. In looking at the revenue side, in August 2008, the Stakeholder Group identified several key objectives in proceeding with the fee analysis. Those objectives are listed in Attachment 5.

In October 2008, the analysis was completed and the proposed fee changes were reviewed by the Stakeholder Advisory Group who offered their support for the proposal. It was evident to the Stakeholders that the Division initiated actions in several areas to reduce expenditures as shown in Attachment 6 in effort to ride out the downturn. While the Stakeholders and the Division are very sensitive to the current economic climate and the impacts of additional fee adjustments, there are also potentially significant impacts to timely delivery of services.

With approximately 82% of the Division's budget directly related to personnel costs, additional cuts to staffing would potentially result in delays in inspection or plan review services which usually translates to significant increases in construction costs. In this light, the proposed fee adjustments are seen as reasonable by the Stakeholder Advisory Group, and when compared to other jurisdictions, are not out of line. The cost comparison on Attachment 7 reflects an increase cost of a \$250,000 project of 1.05% for residential, and 1.5% for a commercial project. Additional detailed project and fee comparisons are shown in Attachment 8.

It is important to note that even with approval of the fee adjustment, based on Stakeholder feedback, the anticipated continuance of little activity in new residential construction (Attachment 9), will likely result in the need to initiate a second round of actions to balance revenues and expenditures in order to maintain a positive fund balance.

The Division continues it's commitment to providing excellent customer service and to fostering good communication with Stakeholders and other interested parties. In addition to meeting with the Stakeholder Group, the Division mailed notices to over 180 contractors, developers, and design professionals, and extended invitation to an informational meeting on October 20, 2008. The State BCD also provides statewide notice to interested parties.

ACTION REQUESTED

This action is requested in order to align fee methodologies to comply with new Oregon Administrative Rules and to recover the costs of providing building inspection and plan review services.

Staff recommends that the ASC recommend that the City Council enact an ordinance amending the Corvallis Municipal Code as highlighted in Attachment 10, to reflect the proposed permit fee increases, with an effective date of January 1, 2009.

Review & Concur:

Nancy Brewer, Finance Director

Jon S. Nelson, City Manager

Jim Brewer, Deputy City Attorney

List of Attachments

Attachment

1	Stakeholder Advisory Group Membership Information
2	Building Codes Division, Communication Piece & New Rules
3	Permit Activity Charts
4	FY 08/09 Adopted Budget Summary - from budget manual
5	Objectives for Fee Analysis
6	Fund Summary - Current with Round 1 Cuts
7	Historical Fee Adjustments & Cost Comparison of \$250K Project
8	Fee Comparisons & Proposed Schedules
9	Fund Summary - Current with Round 1 Cuts & Proposed Fee Adjustment
10	Highlighted Municipal Code Changes

Development Services
Stakeholder Advisory Group Membership
October 14, 2008

Lyle Hutchins	Devco Engineering	(541)757-8991
Bob Grant	Bob Grant Construction	(541)752-7979
Henry Alaman	OSU, Facilities Services	(541)737-4762
Lori Fulton	OSU, Facilities Services	(541)737-4625
Brent Jenkins	Brent Jenkins Construction	(541)745-5424
Mike Goodrich	Legend Homes	(541)754-2102



July 2008

**Consistent Forms and Fee Methodology
OAR 918-050**

The division, with the assistance of a Consistent Forms and Fees Committee, has developed a uniform methodology for determining permit fees throughout the state. Municipalities have until January 1, 2009 to bring their fees into compliance with the new rules, which are modeled after the Tri-County methodology. The methodology provides predictability for customers and will assist contractors calculating bids. A consistent fee methodology *does not* mean consistent fees. The new rules establish a consistent method and adopt a standard valuation, but jurisdictions continue to have the freedom to set their fee schedules to ensure sufficient operating funds.

- Where fees change only as a result of a municipality coming into compliance with the new rules and the current ICC table, the division will not consider it a fee change subject to the notice requirements of 918-020-0220. (See below for more information).
- For items not expressly covered by the new methodology, a municipality may either, fit the item within the appropriate program area or develop a reasonable permit fee.
- Municipalities can use the model forms provided by the division or develop their own forms meeting the division's minimum content. The division will post model forms and minimum content on its web site.

Important features of the new rules**ICC VALUATION TABLE**

Because regional modifiers won't be used, the average national construction costs provided by the ICC Valuation Table will provide for uniformity of valuation across the state. The appropriate valuation is plugged into the municipality's fee schedule to determining the permit cost.

- The ICC Valuation Table is published twice a year, but municipalities will only be required to use the table that is current as of April 1st of each year. Municipalities will not have to update tables when a new one is published after April 1.
 - ❖ The yearly update of the table won't subject jurisdictions to the 918-020-0220 notice requirements because the version of the table is in rule. But local requirements may apply.
 - ❖ Because the table's valuation is "plugged into" a jurisdiction's fee schedule, changes in the table will not necessarily affect fees charged.
 - ❖ The notice requirements of 918-020-0220 will apply to changes to fee schedules (but see Additional Information below).
- Residential Structural Permit fees will be based off the ICC table.
 - ❖ "Residential structures" means R3 occupancies covered under the ORSC – it does not include apartments.
- Commercial Structural Permit fees will be calculated using either the ICC table or the stated value of a project to determine valuation.
- For remodels and alterations, valuation is determined by fair market value.

OTHER PERMIT FEES

- Electrical permit categories and procedures will be those set out in OAR 918-309-0020 thru 918-309-0070.



- Residential plumbing permit fees will be calculated on a graduated scale based on the number of bathrooms – from one to three.
 - ❖ Base cost includes: one kitchen, the first 100 feet of water and sewer lines; hose bibs, icemakers; underfloor low-point drains, and rain drain packages that include piping, gutters, downspouts, and perimeter system.
 - ❖ For more than 1 kitchen or 3 bathrooms a set fee will be charged for each additional kitchen or bathroom.
- Commercial plumbing fees will be based on the number of fixtures and the footage of piping.
- Residential mechanical fees will be figured per appliance and related equipment with a set minimum fee.
- Commercial mechanical fees will be calculated by the value of the mechanical equipment and installation costs. The valuation will be applied to the fee schedule, with a set minimum fee.
- Fire suppression system permit fees will be a graduated set fee based on square footage.
- Manufactured Home Siting will be a single fee for installation and set-up.
 - ❖ The fee includes: concrete slab, runners or foundations when they comply with the prescriptive requirements of the code. Also includes electrical feeder, plumbing connections and all cross-over connections.
 - ❖ Accessory structures outside prescriptive requirements, and utility connections beyond 30 lineal feet, new or additional electrical services or plumbing, may require additional permits.

FEE SCHEDULES

- ORS 455.210(3) allows municipalities to adopt “reasonable fees” to “provide for the administration and enforcement” of the building code program.
- Municipalities must incorporate all of their building inspection program administrative fees into their fee schedules. A municipality is not precluded from communicating to customers exactly how fees are arrived at.
- If a municipality assesses a charge on all its permits (for instance a parks surcharge), whether or not they relate to the building code program, then it will not need to be incorporated into its fee schedule. If a municipality assesses a charge only for actions related to the building inspection program then it must be figured into its building permit fee schedule.

ADDITIONAL INFORMATION

- These changes will require some municipalities to recalculate fees to accommodate the new methodology. Where fee changes are *revenue neutral* or due only to the adoption of the new valuation table, the division will not require notice under 918-020-0220.
 - ❖ To determine if a fee change is revenue neutral, a municipality can calculate the cost of a permit under its old method and the same permit under the new method, using the new fee schedule for both – if the fee is the same, then the change is revenue neutral and won’t trigger notice to BCD; OR
 - ❖ Where a change in fees is purely the result of switching to the new methodology, and no changes are made to the fee schedule, BCS won’t require notice.
 - ❖ Municipalities may still have to comply with 294.160 (requiring opportunity for public comment) and any other local notice requirements.
 - ❖ Future fee changes, but not simple updates of the ICC table, must comply with the 918-020-0220 notice to BCD.

Contact: If you have any questions please contact Aeron Teverbaugh at 503-373-1354 or aeron.teverbaugh@state.or.us.

Consistent Form & Fee Methodology Rules
Effective: January 1, 2009

DIVISION 50
MUNICIPAL ADMINISTRATION

918-050-0000

Purpose and Scope

Division 50 provides administrative procedures for use in all regions of the state and, where applicable, to specified regions of the state. These rules address a uniform methodology for arriving at building permit and inspection fees to provide consistency in fee calculation. Where a permitted item is not covered by the methodology in these rules, a municipality may either, fit the item within the appropriate program area or develop a reasonable permit fee. These rules do not supersede or repeal the existing provisions of the state building code and related rules. These rules become effective on January 1, 2009.

Stat. Auth.: ORS 455.020 & 455.048
Stats. Implemented: ORS 455.020 & 455.046

918-050-0010

Definitions

Terms not specifically defined will have the meanings ascribed in the state building code.

(1) "Administrative fees" refers to fees assessed by a municipality to cover costs of administering and enforcing the building code apart from inspection and plan review services. Surcharges, assessed as part of the cost of doing business within a municipality and that are assessed without regard to whether the municipal action relates to the administration of the building code, are not administrative fees for the purposes of these rules.

(2) "Tri-county region" or "Tri-county regional" refers to the geographical area that includes Clackamas, Multnomah and Washington counties.

Stat. Auth.: ORS 455.020
Stats. Implemented: ORS 455.020

Consistent Form & Fee Methodology Rules
Effective: January 1, 2009

918-050-0020

Standard Statewide Application Forms

(1) A municipality must use standard permit applications containing at least the minimum content required by the division.

(2) All municipalities within the Tri-County region shall use intake checklist forms approved by the division

(3) The division shall consider for adoption proposed amendments to the standard application and intake checklist forms.

(a) Proposals for amendment to the application forms shall include: The existing unamended form(s);

(A) The form(s) containing the appropriate amendments; and

(B) A brief explanation of the need for the amendments.

(b) Proposals to amend the approved forms must be filed with the division no later than February 1 or August 1.

(c) The division shall notify all municipalities and interested parties of the division's determination regarding proposed amendments and provide copies of the amended form(s).

(d) Any form changes shall be effective in all regional jurisdictions on July 1 or January 1 following adoption.

Stat. Auth.: ORS 455.020 & 455.048

Stats. Implemented: ORS 455.020 & 455.046

918-050-0030

Standard Tri-County Regional Processes

All jurisdictions within the Tri-County region shall use uniform processes for permit application, plan review, permit issuance and recording inspections as approved by the division, including, but not limited to:

(1) Minor labels;

(2) Issuing permits when no plan review is required;

(3) Recording inspections;

(4) Partial permits;

(5) Deferred submittals;

Consistent Form & Fee Methodology Rules

Effective: January 1, 2009

- (6) Over-the-counter permits that require plan review; and
- (7) Plan review issue resolution.

Stat. Auth.: ORS 455.048

Stats. Implemented: ORS 455.046

Uniform Fee Methodology

918-050-0100

Statewide Fee Methodologies for Residential and Commercial Permits

(1) Residential construction permit fees shall be calculated using the following methodologies:

(a) A plumbing permit fee for new construction includes one kitchen and is based on the number of bathrooms, from one to three, on a graduated scale. An additional set fee shall be assessed for each additional bath or kitchen.

(A) No additional fee shall be charged for the first 100 feet of water and sewer lines, hose bibbs, icemakers, underfloor low-point drains and rain drain packages that include the piping, gutters, downspouts and perimeter system.

(B) The plumbing permit fee described in this section does not include:

(i) Any storm water retention/detention facility;

(ii) Irrigation and fire suppression systems; or

(iii) Additional water, sewer and service piping or private storm drainage systems exceeding the first 100 feet.

(C) Permit fees for an addition, alteration, or repair shall be calculated based on the number of fixtures, appurtenances and piping, with a set minimum fee.

(b) A mechanical permit fee shall be calculated per appliance and related equipment, with a set minimum fee.

(c) Effective January 1, 2009, a structural permit fee for new construction and additions shall be calculated using the ICC Building Valuation Data Table current as of April 1 of each year, multiplied by the square footage of the dwelling to determine the valuation. The valuation shall then be applied to the municipality's fee schedule to determine the permit fee. The plan review fee shall be based on a predetermined percentage of the permit fee set by the municipality.

Consistent Form & Fee Methodology Rules

Effective: January 1, 2009

(A) The square footage of a dwelling, addition, or garage shall be determined from outside exterior wall to outside exterior wall for each level.

(B) The square footage of a carport, covered porch, patio, or deck shall be calculated separately at fifty percent of the value of a private garage from the most current ICC Building Valuation Data Table.

(C) Permit fees for an addition, alteration, or repair shall be calculated based on the fair market value as determined by the building official, and then applying the valuation to the jurisdiction's fee table.

(2) Commercial construction permit fees shall be calculated using the following methodologies:

(a) A plumbing permit fee shall be calculated based on the number of fixtures and footage of piping, with a set minimum fee.

(b) A mechanical permit fee shall be calculated based on the value of the mechanical equipment and installation costs and applied to the municipality's fee schedule with a set minimum fee.

(c) A structural permit fee shall be calculated by applying the valuation to the municipality's fee schedule with a minimum set fee. Valuation shall be the greater of either:

(A) The valuation based on the ICC Building Valuation Data Table current as of April 1 of each year, using the occupancy and construction type as determined by the building official, multiplied by the square footage of the structure; or

(B) The value as stated by the applicant.

(C) When the construction or occupancy type does not fit the ICC Building Valuation Data Table, the valuation shall be determined by the building official with input from the applicant.

Stat. Auth.: ORS 455.020 & 455.048

Stats. Implemented: ORS 455.020 & 455..46

918-050-0110

Fees and Fee Schedules

(1) A municipality may develop its fee schedule in any reasonable manner to provide for the administration and enforcement of the Building Code program.

Consistent Form & Fee Methodology Rules

Effective: January 1, 2009

(2) Administrative fees assessed by a municipality to cover administration and enforcement shall be incorporated into a municipality's fee schedule. Changes to a municipalities fee schedule must be adopted in accordance with OAR 918-020-0220.

(3) The plan review fees shall be based on a predetermined percentage of the permit fee set by the municipality.

Stat. Auth.: ORS 455.020, 455.048 & 455.210

Stats. Implemented: ORS 455.020, 455.046 & 455.210

918-050-0120

Statewide Fee Methodology for Electrical Permits

An electrical permit fee shall be calculated based on the categories, procedures and requirements established in OAR 918-309-0020 to 918-309-0070.

Stat. Auth.: ORS 455.020, 455.048 & 479.870

Stats. Implemented: ORS 455.020, 455.046 & 479.870

918-050-0130

Statewide Fee Methodology for Manufactured Home Siting Permits

(1) A municipality shall charge a single fee for the installation and set-up of manufactured homes. This fee shall include the concrete slab, runners or foundations when they comply with the prescriptive requirements of the Oregon Manufactured Dwelling and Park Specialty Code, electrical feeder and plumbing connections and all cross-over connections.

(2) Decks, other accessory structures and foundations that do not comply with the prescriptive requirements of the Oregon Manufactured Dwelling and Park Specialty Code, utility connections beyond 30 lineal feet, new electrical services or additional branch circuits, new plumbing and other such items that fall under the building code may require separate permits.

(3) When a municipality has reason to believe that the existing electrical service to a manufactured dwelling may be unsafe or inadequate, the municipality may require a separate permit to inspect the electrical service.

[Publications: Publications referenced are available from the agency.]

Consistent Form & Fee Methodology Rules

Effective: January 1, 2009

Stat. Auth.: ORS 455.020 & 455.048
Stats. Implemented: ORS 455.020 & 455.046

918-050-0140

Statewide Fee Methodology for Residential Fire Suppression Systems

Stand-alone and multi-purpose fire suppression system permit fees shall each be calculated as separate flat fees based on the square footage of the structure with graduated rates for dwellings with 0 to 2000 square feet, 2001 to 3600 square feet, 3601 to 7200 square feet and 7201 square feet and greater. The permit fee shall be sufficient to cover the costs of inspection and plan review.

Stat. Auth.: ORS 455.020 & 455.048
Stats. Implemented: ORS 455.020 & 455.046

918-050-0150

Statewide Fee Methodology for Medical Gas Installations

(1) A plumbing permit fee for the installation of a medical gas system shall be determined based on the value of installation costs and the system equipment, including but not limited to, inlets, outlets, fixtures and appliances and applied to the municipality's fee schedule, with a set minimum fee.

(2) The plan review fee shall be based on a predetermined percentage of the permit fee as set by the municipality.

Stat. Auth.: ORS 455.020 & 455.048
Stats. Implemented: ORS 455.020 & 455.046

918-050-0160

Statewide Fee Methodology for Phased Projects

A municipal plan review fee for a phased project is based on a minimum phasing fee, determined by the municipality, plus 10 percent of the total project building permit fee not to exceed \$1,500 for each phase.

Consistent Form & Fee Methodology Rules

Effective: January 1, 2009

Stat. Auth.: ORS 455.020 & 455.048

Stats. Implemented: ORS 455.020 & 455.046

918-050-0170

Statewide Fee Methodology for Deferred Submittals

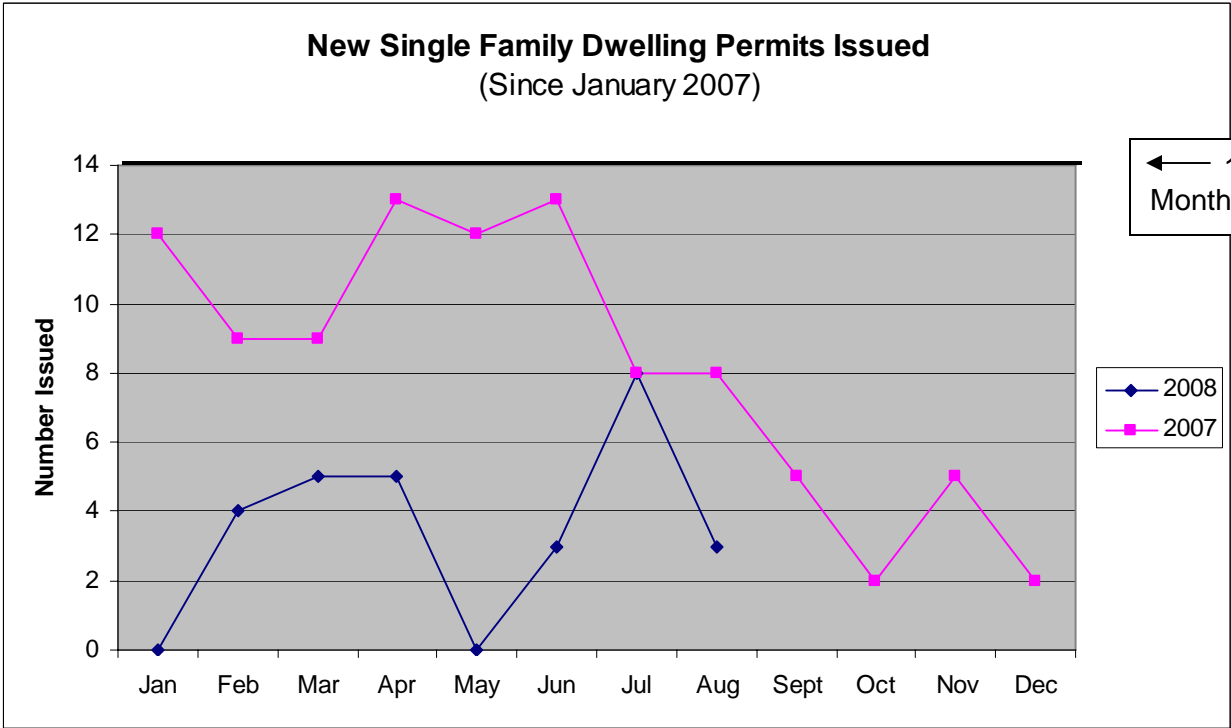
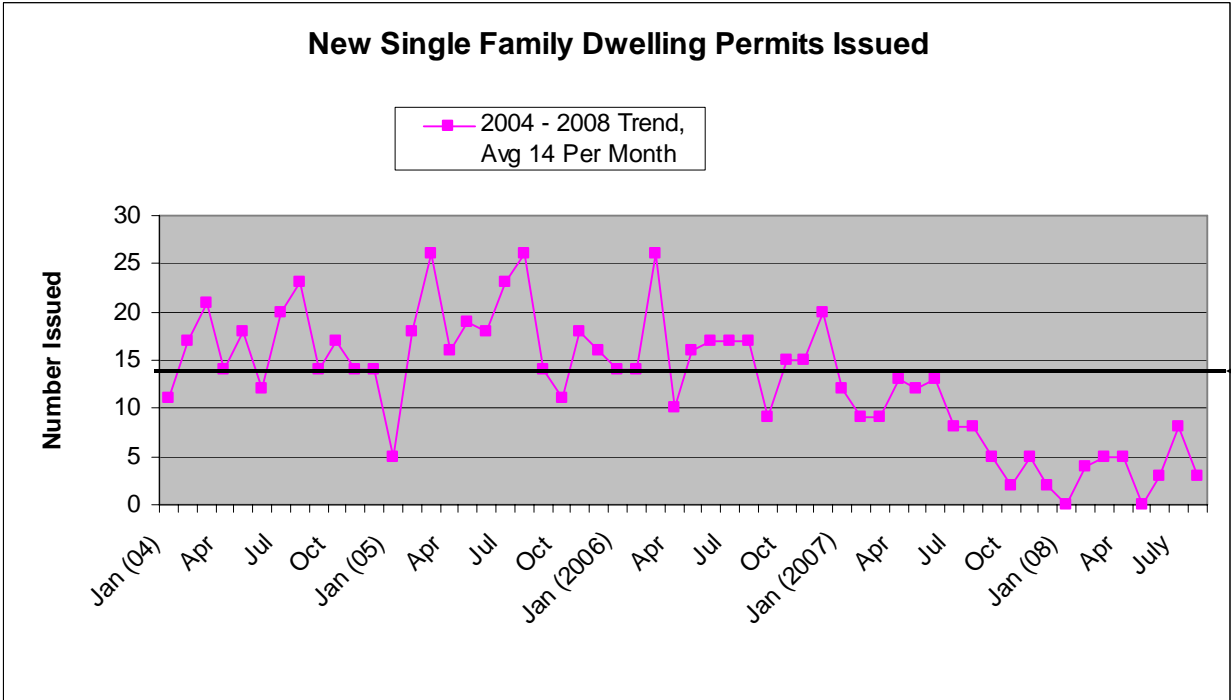
A fee charged for processing and reviewing deferred plan submittals shall be an amount equal to a percentage, determined by the municipality, of the building permit fee calculated according to OAR 918-050-0110(2) and (3) using the value of the particular deferred portion or portions of the project, with a set minimum fee. This fee is in addition to the project plan review fee based on the total project value.

Stat. Auth.: ORS 455.020 & 455.048

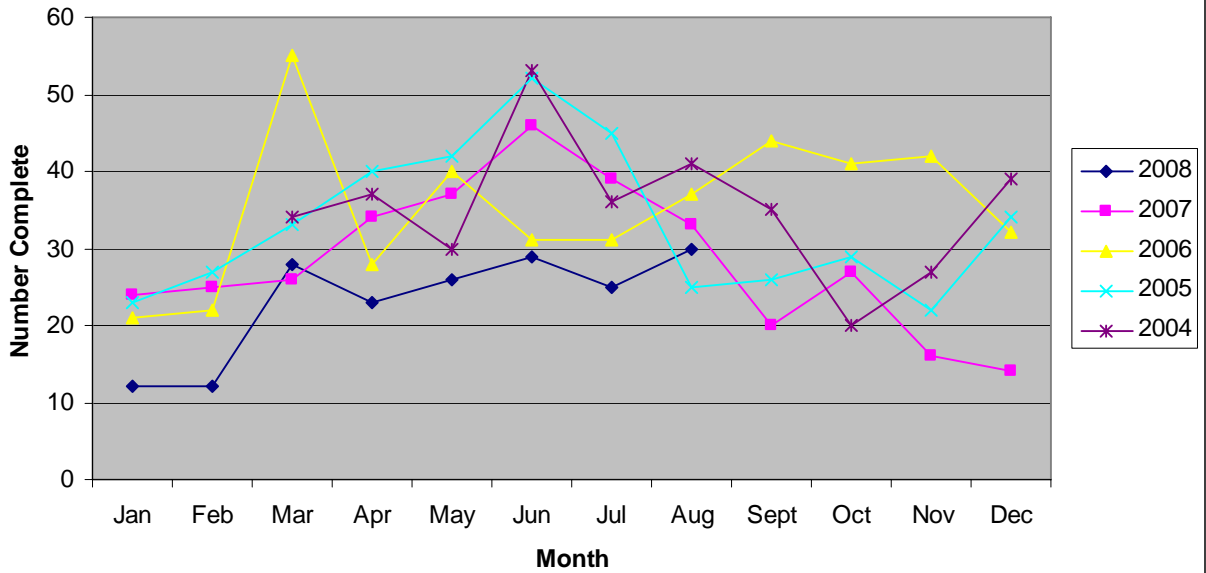
Stats. Implemented: ORS 455.020 & 455.046

Development Services Permit Activity

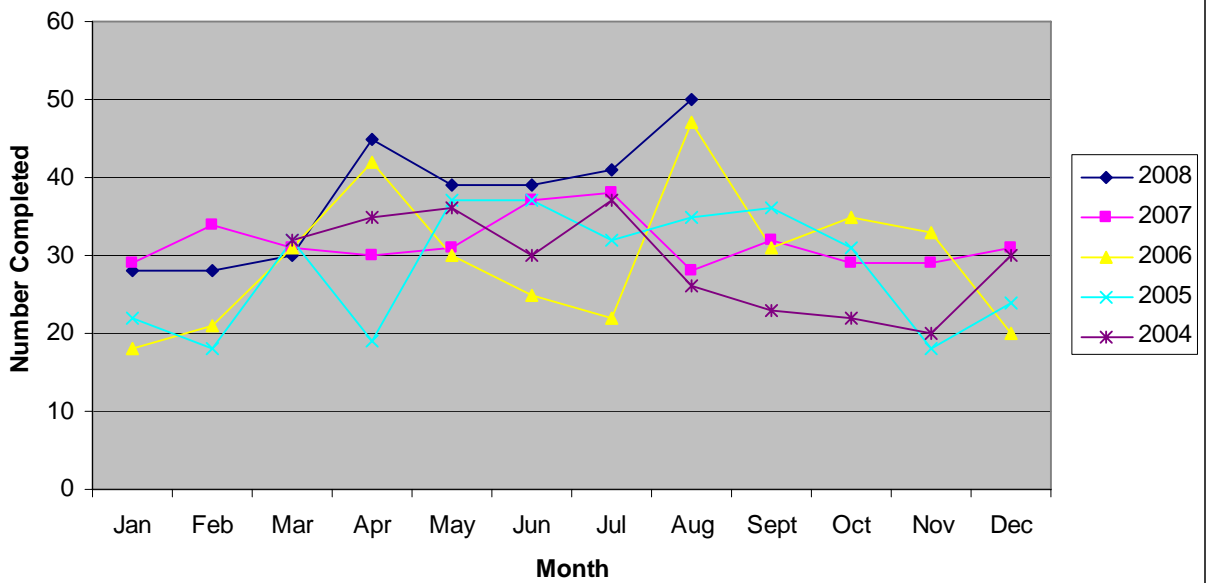
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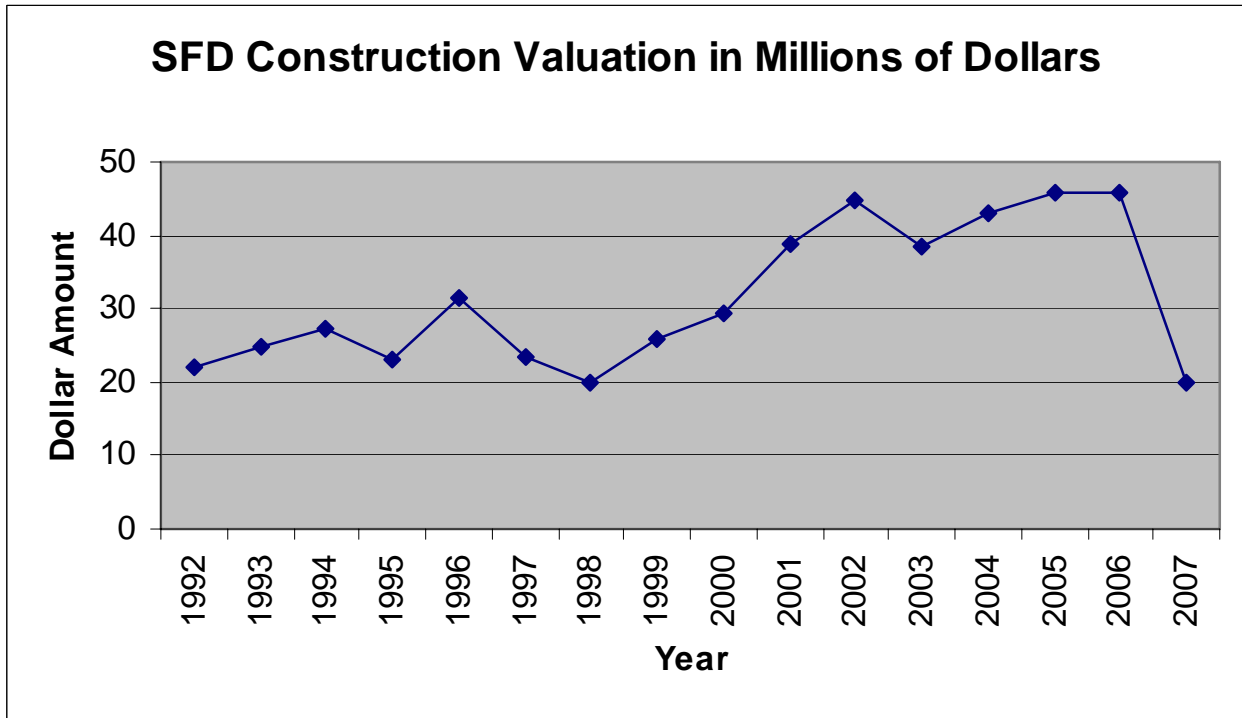
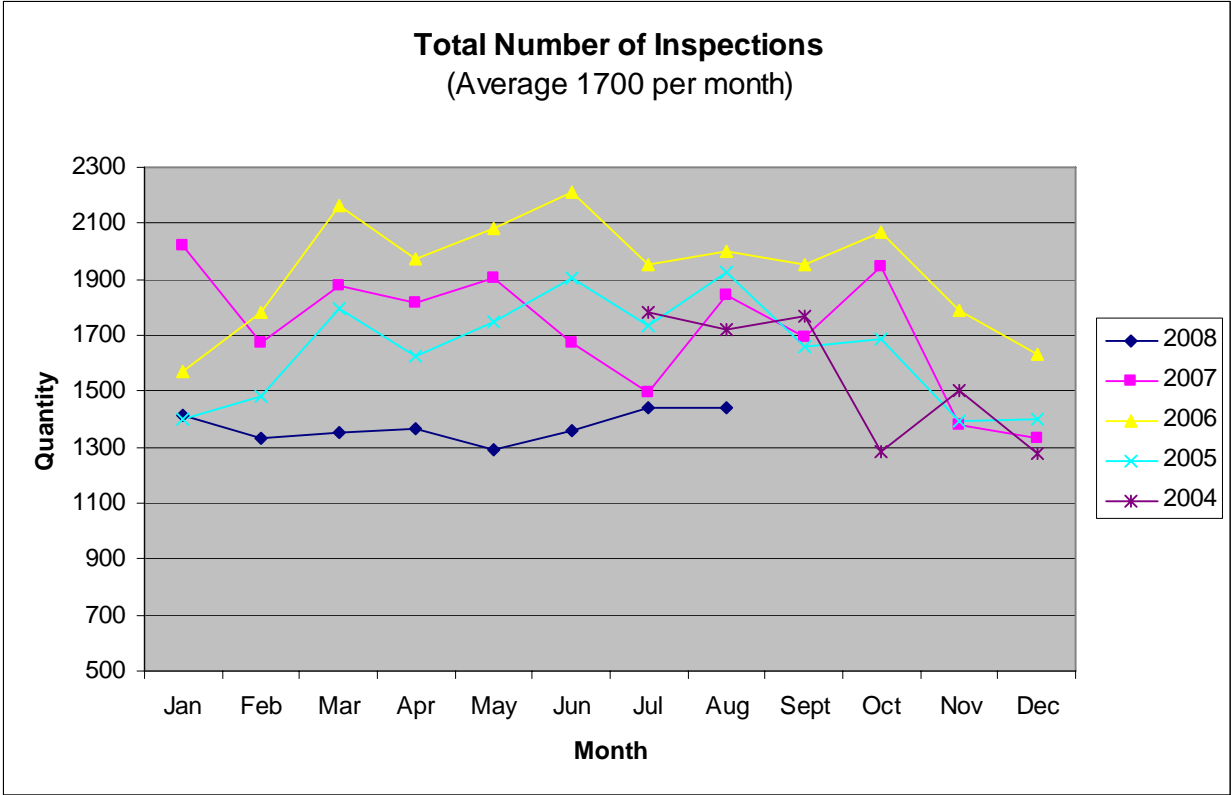


Residential Plan Reviews (Includes new homes, remodels and additions)



Commercial Plan Reviews (includes new commercial, remodels and additions)





DEVELOPMENT SERVICES FUND SUMMARY

SERVICE HIGHLIGHTS

The Development Services Fund provides resources for plan review and inspection of building construction projects, nuisance abatement, and providing public information related to development activity. Revenues are from fees charged for issuance of building permits and plan reviews.

FINANCIAL PLANNING ISSUES

Revenues vary with the rate of development activity. Fees collected are required by state law to be used for the administration and enforcement of the inspection and plan review programs. Fees are generally set to recover the cost of providing these services and are periodically reviewed and adjusted to insure that cost recovery is being maintained.

Licenses & Permits revenue is for building permits issued at the time construction is to begin. Charges for Services revenue is for plan reviews which are generally conducted prior to permit issuance for large remodeling projects or new construction.

In FY 06-07, staff conducted a building permit fee review that resulted in a 30% building permit fee increase effective February 5, 2007. This increase received widespread support and was necessary to continue with existing service levels and to fund several stakeholder requested enhancements. As the majority of costs to the Development Services Fund are affiliated with personal services, and personnel costs continue to rise, another comprehensive fee review will be conducted for Plumbing, Mechanical and Electrical fees in the latter part of FY 08-09. In addition, because of recent legislation, the State Building Codes Division is initiating a process that will likely commence in FY 08-09 to create consistent permit fee methodologies statewide, which will likely impact Corvallis' permit fees.

In FY 07-08 residential development activity trended downward significantly while commercial construction activity remained robust. In 2007, permit numbers for new homes were nearly half of 2006 and 10-year averages. However, the influx of large commercial projects, mostly from OSU and the hospital, has caused overall revenues to remain stable. It is anticipated that revenues for FY 08-09 will remain about the same or experience a slightly upward trend as commercial activity levels off slightly and residential begins to rebound.

Pre-development meetings are currently being conducted for several large projects that will be reviewed in FY 08-09 and beyond. With uncertainty in the housing market, overall revenues are projected to be only slightly higher. Issues related to this fund are:

- Determining and managing for the appropriate staff levels to respond to normal service demands, with the flexibility to provide all required services when large construction/development projects are presented.
- Funding future code enforcement mandates from the State or Federal government.
- Implementing technological tools which provide enhancements of customer service and gain efficiencies in staffing.
- Training staff in new codes and new technologies.
- Hiring and retaining qualified employees.
- Maintaining the momentum on implementing service level enhancements supported by builders through the temporary lull in construction activity and concurrent drop in revenues.

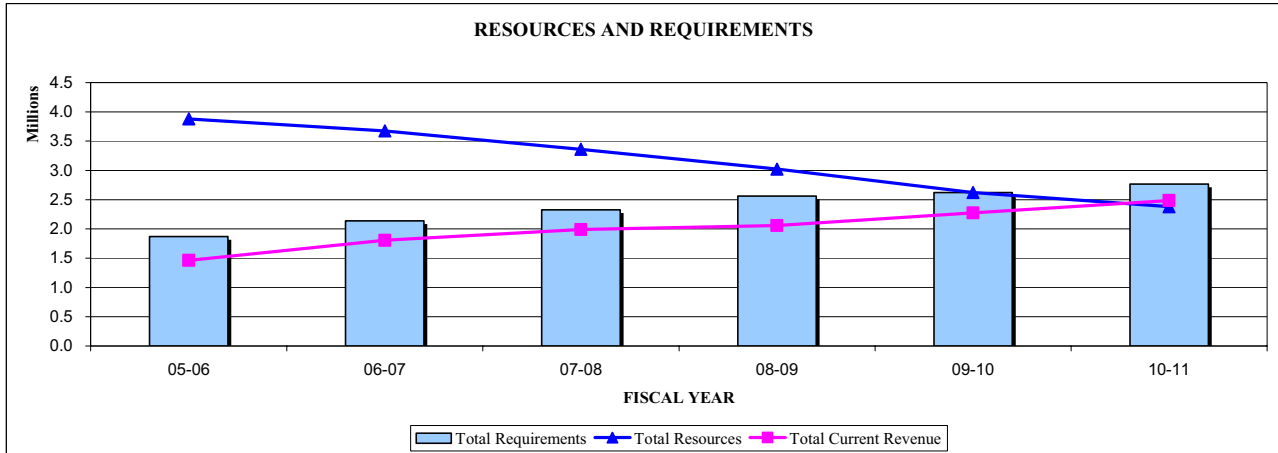
APPROPRIATE FUND BALANCE

The City's current Financial Policies state that the Finance Director shall recommend an appropriate fund balance each year for each fund. The Development Services Fund is projected to end FY 08-09 with an operating fund balance equaling approximately 6.47% of the FY 08-09 current revenues.

Included in each year's fund balance are funds paid in one fiscal year for services which will be provided in the following fiscal year. As a result, the department strives to achieve a minimum ending operating fund balance for the Development Services Fund of \$300,000.

DEVELOPMENT SERVICES FUND

BUDGETARY BASIS	AUDITED FY 05-06	AUDITED FY 06-07	ADOPTED FY 07-08	REVISED FY 07-08	ADOPTED FY 08-09	FY 09-10	FY 10-11
BEGINNING OPERATING FUND BALANCE	\$1,840,072	\$1,443,562	\$1,167,942	\$1,135,473	\$737,525	\$136,405	(\$315,935)
OPERATING REVENUES							
Licenses, Fees & Permits	\$899,695	\$1,024,444	\$1,233,500	\$1,059,350	\$1,194,500	\$1,313,960	\$1,445,360
Charges for Services	476,655	696,454	794,650	857,940	855,530	941,090	1,035,210
Fines & Forfeitures	50	0	0	0	0	0	0
Miscellaneous	88,559	84,992	101,920	73,120	58,500	19,870	5,090
TOTAL OPERATING REVENUES	\$1,464,959	\$1,805,890	\$2,130,070	\$1,990,410	\$2,108,530	\$2,274,920	\$2,485,660
OPERATING EXPENDITURES							
Community Development	\$1,870,640	\$2,136,866	\$2,379,520	\$2,326,770	\$2,562,680	\$2,621,390	\$2,766,610
TOTAL OPERATING EXPENDITURES	\$1,870,640	\$2,136,866	\$2,379,520	\$2,326,770	\$2,562,680	\$2,621,390	\$2,766,610
REVENUE EXCESS (SHORTFALL) OVER EXPENDITURES	(\$405,681)	(\$330,976)	(\$249,450)	(\$336,360)	(\$454,150)	(\$346,470)	(\$280,950)
NON-OPERATING RESOURCES (USES)							
NON-OPERATING ACTIVITY							
Non-Operating Revenue	\$2,700	\$3,000	\$0	\$0	\$0	\$0	\$0
Transfers In	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Transfers Out	(167,382)	(196,213)	(94,110)	(94,110)	(138,700)	(133,270)	(105,910)
Contingencies	0	0	(50,000)	0	(50,000)	0	0
TOTAL NON-OPERATING RESOURCES (USES)	(\$139,682)	(\$168,213)	(\$119,110)	(\$69,110)	(\$163,700)	(\$108,270)	(\$80,910)
Net Operating Fund Activity	(545,363)	(499,189)	(368,560)	(405,470)	(617,850)	(454,740)	(361,860)
NET ACTIVITY	(\$545,363)	(\$499,189)	(\$368,560)	(\$405,470)	(\$617,850)	(\$454,740)	(\$361,860)
RESTRICTED BALANCES, Beginning of Year	\$575,495	\$426,642	\$235,542	\$235,542	\$228,020	\$211,290	\$208,890
FUND BALANCE (Including Restricted), End of Year	\$1,870,204	\$1,371,015	\$1,034,924	\$965,545	\$347,695	(\$107,045)	(\$468,905)
LESS: RESTRICTED BALANCES							
MANAGEMENT RESERVES	\$362,520	\$203,480	\$228,020	\$228,020	\$211,290	\$208,890	\$238,890
COUNCIL DESIGNATIONS	64,122	32,062	0	0	0	0	0
UNRESTRICTED FUND BALANCE	\$1,443,562	\$1,135,473	\$806,904	\$737,525	\$136,405	(\$315,935)	(\$707,795)



Objectives for Fee Analysis

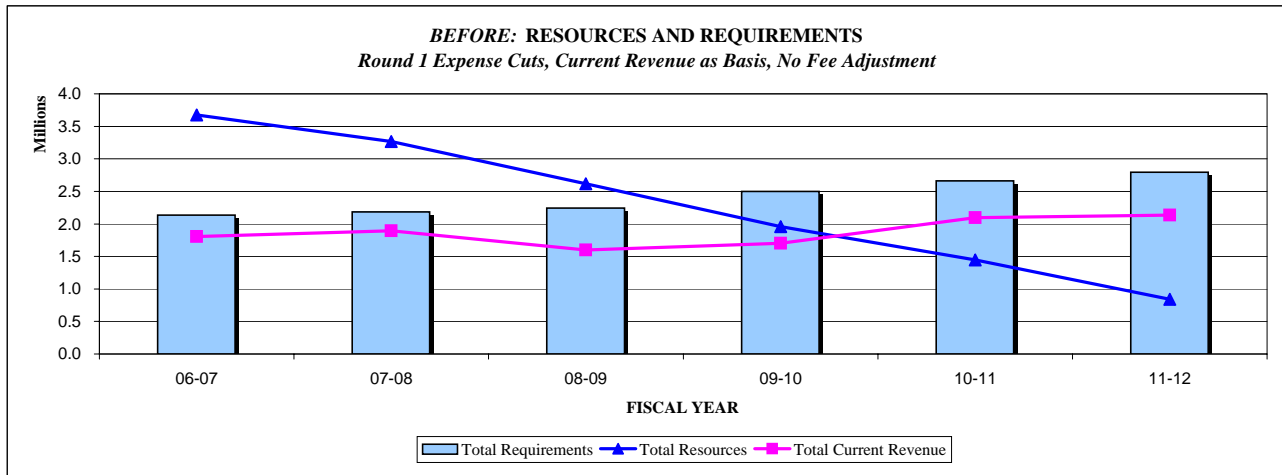
August 1, 2008

- 1) State Methodologies - Conform to new Administrative Rules for Consistent Statewide Fee Methodologies & Forms.
- 2) Cost Recovery - Move toward the goal of cost recovery in program areas. Particularly Plan Review
- 3) Service Levels - Fund programs to service levels supported by Stakeholder Advisory Group and/or as required by law.
- 4) Simplify - Make fees simple and easy to understand.
 - a. Avoid wordy language.
 - b. Where reasonable, accommodate simple fee calculation methods.
 - c. Tailor fees to eventually be easily calculated online through an electronic calculator – similar to Eugene's online calculator.
- 5) Predictable Adjustments - Add stability and predictability to fee structure.
 - a. 82% of fund expense is personnel costs. Seek support for adjusting fees annually based on COLA. This will result in minor fee adjustments that are predictable, as opposed to major adjustments driven by a need to make up for a large program deficit.
 - b. Modify code language to incorporate annual fee reviews.
- 6) Consistency - Fees should be reasonably consistent with adjacent jurisdictions.
- 7) Deadline - Approved methodology modifications must be effective by January 1, 2009, per OAR.

DEVELOPMENT SERVICES FUND

10-6-08 Round 1 Cuts with Current Revenues

BUDGETARY BASIS	AUDITED FY 06-07	UNAUDITED FY 07-08	ADOPTED FY 08-09	REVISED FY 08-09	PROJECTED FY 09-10	FY 10-11	FY 11-12
BEGINNING OPERATING FUND BALANCE	\$1,443,562	\$1,135,474	\$737,525	\$789,982	\$168,399	(\$767,192)	(\$1,445,692)
OPERATING REVENUES							
Licenses, Fees & Permits	\$1,024,444	\$1,000,239	\$1,194,500	\$852,015	\$928,838	\$1,114,590	\$1,136,870
Charges for Services	696,454	839,481	855,530	712,964	812,932	975,530	995,040
Fines & Forfeitures	0	0	0	0	0	0	0
Miscellaneous	84,992	56,225	58,500	35,090	10,260	5,090	5,090
TOTAL OPERATING REVENUES	\$1,805,890	\$1,895,945	\$2,108,530	\$1,600,068	\$1,752,030	\$2,095,210	\$2,137,000
OPERATING EXPENDITURES							
Community Development	\$2,136,866	\$2,185,310	\$2,562,680	\$2,245,971	\$2,499,351	\$2,662,800	\$2,795,070
TOTAL OPERATING EXPENDITURES	\$2,136,866	\$2,185,310	\$2,562,680	\$2,245,971	\$2,499,351	\$2,662,800	\$2,795,070
REVENUE EXCESS (SHORTFALL) OVER EXPENDITURES	(\$330,976)	(\$289,365)	(\$454,150)	(\$645,903)	(\$747,321)	(\$567,590)	(\$658,070)
NON-OPERATING RESOURCES (USES)							
NON-OPERATING ACTIVITY							
Non-Operating Revenue	\$3,000	\$0	\$0	\$0	\$0	\$0	\$0
Transfers In	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Transfers Out	(196,213)	(88,648)	(138,700)	(138,700)	(133,270)	(105,910)	(111,210)
Contingencies	0	0	(50,000)	0	(50,000)	0	0
TOTAL NON-OPERATING RESOURCES (USES)	(\$168,213)	(\$63,648)	(\$163,700)	(\$113,700)	(\$158,270)	(\$80,910)	(\$86,210)
Net Operating Fund Activity	(499,189)	(353,013)	(617,850)	(759,603)	(905,591)	(648,500)	(744,280)
NET ACTIVITY	(\$499,189)	(\$353,013)	(\$617,850)	(\$759,603)	(\$905,591)	(\$648,500)	(\$744,280)
RESTRICTED BALANCES, Beginning of Year	\$426,642	\$235,541	\$228,020	\$228,020	\$90,000	\$120,000	\$150,000
FUND BALANCE (Including Restricted), End of Year	\$1,371,015	\$1,018,002	\$347,695	\$258,399	(\$647,192)	(\$1,295,692)	(\$2,039,972)
LESS: RESTRICTED BALANCES							
MANAGEMENT RESERVES	\$203,480	\$228,020	\$211,290	\$90,000	\$120,000	\$150,000	\$180,000
COUNCIL DESIGNATIONS	32,061	0	0	0	0	0	0
UNRESTRICTED FUND BALANCE	\$1,135,474	\$789,982	\$136,405	\$168,399	(\$767,192)	(\$1,445,692)	(\$2,219,972)



Round 1 Cuts - Key Factors - Effective July 2008

- Based on Stakeholder review and recommendation in October 2008, revenues adjusted -15% in line with 1st qtr revenue receipts
- Reducing the building reserve to zero in 08-09 (\$138,020);
- Deleting the \$30K contribution to the technology reserve in 08-09;
- Adjusting personal services to 95% to reflect historical salary savings;
- FY 08/09 Staff reductions (2.75 FTE):
 - In 08/09, Leaving the vacant Building Inspector and 0.75 Permit Technician positions unfilled (est. \$130K personal service savings) through 08-09;
 - In 08/09, Building Inspector II leave (10 Months, est \$71,857 savings);
 - Delay in hiring Project Coordinator to December 2008 (est \$42,618 savings);
 - 50% reduction in casual and overtime (est \$40,000 savings/year);
- No new vehicle purchase in 08/09 (est savings \$22,970)
- Reduced Special Projects in 08/09 by approx \$50K

TOTAL Cuts Approx \$443,000

Historical Fee Adjustments

Program	Previous Adjustment Date	Previous % Increase	Proposed Average % Adjustment
Structural Permit Plan Review	February 2007	30%	-15% 35%
Mechanical Residential Commercial	February 2002	30%	-3.5% New Methodology
Plumbing	July 1991	18%	18%
Electrical	February 2002	25%	19%
Medical Gas	April 2002	(new fee)	New Methodology
Manufactured Home Installation	September 1989 (set by State)	\$105	\$275 - matching other jurisdictions
Phased Development	February 2007	(new fee)	No adjustment
Deferred Submittals	February 2007	(new fee)	No adjustment
Fire & Life-Safety Review	July 1990	(new fee) 40% of Building Permit Fee	Equal to Building Plan Review Fee
Land Development Code Review	July 1991 (new fee)	33% of Building Plan Review	Fee basis is from Structural Plan Review so a fee increase will result
Residential Fire Sprinklers	New fee per OAR	N/A	N/A

Cost Comparison

\$250K SFD project		
	<u>Current</u>	<u>Proposed</u>
Permit	1,265.11	1,075.34
Plan Review	822.32	1,075.34
Surcharge	151.81	129.04
LDC	271.37	354.86
	2,510.61	2,634.59
Difference		123.98
Increase		4.8%
Project cost Increase		1.05%

\$250K COM project		
	<u>Current</u>	<u>Proposed</u>
Permit	1,265.11	1,075.34
Plan Review	822.32	1,075.34
Surcharge	151.81	129.04
FLS Rev	506.04	1,075.34
LDC	271.37	354.86
Fire Code	82.232	107.53
	3,098.88	3,817.47
Difference		718.58
Increase		18.0%
Project Cost Increase		1.53%

Building 1

September 15, 2008

		Scenario 1	Scenario 2	Scenario 3	Scenario 4
\$250K SFD project					
	<u>Current</u>				
Permit	1,265.11	1,075.34	1,012.09	948.83	1,075.34
Plan Review	822.32	1,075.34	1,012.09	948.83	1,021.58
Surcharge	151.81	129.04	121.45	113.86	129.04
LDC	271.37	354.86	506.04	474.42	337.12
	<u>2,510.61</u>	<u>2,634.59</u>	<u>2,651.67</u>	<u>2,485.94</u>	<u>2,563.08</u>
Difference		123.98	141.06	-24.67	52.47
Increase		4.8%	5.3%	0%	2.1%
Project Cost Increase		1.05%	1.06%	0.99%	1.03%

		Scenario 1	Scenario 2	Scenario 3	Scenario 4
\$250K COM project					
	<u>Current</u>				
Permit	1,265.11	1,075.34	1,012.09	948.83	1,075.34
Plan Review	822.32	1,075.34	1,012.09	948.83	1,021.58
Surcharge	151.81	129.04	121.45	113.86	129.04
FLS Rev	506.04	1,075.34	1,012.09	948.83	1,021.58
LDC	271.37	354.86	506.04	474.42	337.12
Fire Code	82.232	107.53	101.21	94.88	102.16
	<u>3,098.88</u>	<u>3,817.47</u>	<u>3,764.97</u>	<u>3,529.66</u>	<u>3,686.82</u>
Difference		718.58	666.08	430.77	587.93
Increase		18.0%	17%	12%	15.0%
Project Cost Increase		1.53%	1.51%	1.41%	1.47%

Descriptions

General Advantages:

Lowers Building Permit Fee, shifts focus to Plan Review
 Brings program areas closer to a point of cost recovery
 Places less reliance on residential construction revenue
 Keeps more funding local

Scenario 1

(proposed)

Cut Permit fee by 15%
 Adjust Plan Review % to equal permit fee
 Adjust Life Safety Review % to equal permit fee

Advantages:

Greatly simplifies fee structure
 Overall closest near cost recovery objective
 Properly places more of cost recovery in Plan Review

Scenario 2

Cut Permit Fee by 20%
 Raise Plan Review to equal Permit Fee (65% to 100%)
 Raise Life Safety Review to equal Permit Fee (45% to 100%)
 Raise Land Development Review to half of Plan Review (33% to 50%)

Scenario 3

Cut Permit Fee by 25%
 Raise Plan Review to equal Permit Fee (65% to 100%)
 Raise Life Safety Review to equal Permit Fee (45% to 100%)
 Raise Land Development Review to half of Plan Review (33% to 50%)

Scenario 4

Cut Permit Fee by 15%
 Raise Plan Review to nearly equal Permit Fee (65% to 95%)
 Raise Life Safety Review to equal Plan Review (45% to 95%)

Building 2

September 15, 2008

Value of project & corresponding Building Permit Fee

	\$1-500	\$2,000	\$25,000	\$50,000	\$100,000	\$250,000	\$2,000,000	first \$100K	\$/1,000
Corvallis	20.48	55.90	270.96	446.70	680.11	1,265.11	8,090.11	680.11	3.90
Albany	50.00	50.00	220.00	360.00	575.00	1,055.00	6,655.00	575.00	3.20
Bend	78.00	78.00	293.00	462.00	696.00	1,146.00	6,396.00	696.00	3.00
Keizer	60.00	60.00	198.00	310.00	460.00	872.50	5,685.00	460.00	2.75
Lake Oswego									
McMinnville	15.28	44.98	254.28	368.03	595.53	910.03	5,372.53	595.53	2.55
Medford	10.00	38.50	175.00	286.00	435.50	808.00	5,183.00	435.50	2.50
Oregon City	40.00	72.17	328.13	536.25	811.88	1,328.82	11,508.88	811.88	5.63
Springfield	50.00	50.00	247.34	408.34	622.84	1,159.84	7,424.84	622.84	3.58
Tigard	62.50	73.33	319.75	523.74	812.84	1,199.40	8,811.84	812.84	4.21
Salem	65.00	65.00	198.00	310.50	460.50	873.00	5,685.50	460.50	2.75
Eugene	57.00	57.00	197.69	323.54	492.18	916.68	5,866.35	492.18	2.83
Average	46.21	58.63	245.65	394.10	603.85	1,048.58	6,970.82	603.85	3.35
Proposed (Scen 1)	20.00	47.51	230.31	379.69	578.09	1,075.34	6,876.09	578.09	3.31
Current	20.48	55.90	270.96	446.70	680.11	1,265.11	8,090.11	680.11	3.90

- > Proposed fees represent a 15% reduction in the schedule
- > Proposed fees are below average
- > Creating a minimum permit fee of \$20 - Consistent throughout program areas - Encourage permits
- > Previous increase, February 2007

Mechanical 1

September 15, 2008

RESIDENTIAL SINGLE FAMILY

	Base Fee	Per unit	Gas Stove	Outlet	Stove	Other	Review
Corvallis	50	19	24	8	16.25	14	25%
Albany	50	17	39	7	17	5	25%
Benton County	50	19	24	8	16.25	14	25%
Bend	75	36	50	14	50	21	25%
Keizer	65	20	20	20	20	20	20%
Lake Oswego	75	36	36	14	36	21	25%
McMinnville	20	13.25	9.5	5.5	9.5	9.5	25%
Medford	10	18	13.5	6	13.5	13.5	25%
Oregon City	50	15	12	4	12	12	25%
Springfield	50	14	33	5	17	14	25%
Tigard	72.5	14	10	5.4	10	10	25%
Salem	65	20	20	6	20	20	25%
Eugene	60	15	31	16	21	21	65%
Average	53	20	25	9	20	15	28%
Proposed	20	20	30	5	30	20	50%

Proposed Schedule

Minimum Fee	20
Fuel Burning Stoves/Fireplace/Insert/Lighter	30
Furnace & AC	30
Clothes Dryer, Exhaust Fan, Hood	10
Other Appliances or Equipment	20
Gas Piping System (New or Altered)	20
Alteration to Mechanical Equipment or System	20
Review	50%

Single Family Dwelling	Proposed	Current	Difference
1170 Cole New SFD, 3 bath	226	247.97	-21.97
3559 Goldfinch New SFD, 4 bath	162	179.47	-17.47
3526 Goldfinch New SFD, 6 bath	372	361	11
4060 NW Morgan Furnace & AC Repl	97.2	98.56	-1.36
TOTAL	\$857	\$887	-3.5%

- > Greatly simplifies fee schedule
- > Lower than average in most areas
- > Lower minimum fee to be consistent in program areas - also encourages permits
- > Focus more on recovering cost for plan review
- > Slight decrease in overall fees

Mechanical 2

September 15, 2008

COMMERCIAL Based on value of project

	\$1-\$5,000	\$5,000	\$10,000	\$50,000	\$100,000
Corvallis					
Albany					
Benton County					
Bend	40.25	94	253	585	1,560
Keizer	65	98	153	543	843
Lake Oswego					
McMinnville	40	104	154	514	914
Medford					
Oregon City	50	52	199	627	1,166
Springfield					
Tigard	72.5	142	232	772	1,397
Salem	65	98	153	543	843
Eugene					
Clackamas Co		100	175	583	1,093
Hillsboro		65	190	461	778
Average	\$55.46	\$98.29	\$188.30	\$595.16	\$1,116.50
Proposed	\$72.50	\$141.50	\$231.50	\$771.50	\$1,396.50

PROPOSED New Methodology, Matches Tigard

Value	Base	Plus
\$1-2K	72.50	
2K-5K	72.50	2.30/100
5K-10K	141.50	1.80/100
10K-50K	231.50	1.35/100
50K-100K	771.50	1.25/100
100K+	1,396.50	1.10/100
Review	50%	

NOTE: Commercial Mechanical Fee Methodology is completely new to Corvallis but is widely used in Portland Metro area.

- > New methodology
- > Simplifies fee schedule and calculation method
- > Proposing higher than average - matching Tigard - to encourage cost recovery in Mechanical review

Plumbing 1

September 15, 2008

	1 bath	2 bath	3 bath	Each addl	line +100'	Base Fee	Per Fixture	Plan Review
Corvallis**					100	25	11	25%
Albany**					28	50	10	
Benton County	161	213	260	31	31	47	9	25%
Bend	334	363	403	131	24	75	24	30%
Keizer	275	350	425	75	25	65	17	20%
Lake Oswego								
McMinnville	202	265	325	12	40	40	12	25%
Medford**					28	40	15	
Oregon City	387	446	494	45	43		16	50%
Springfield	160	280	337	16	50	50	16	30%
Tigard	249	350	399	45	55	73	17	25%
Salem	275	350	425	75	40	65	17	30%
Eugene	180	314	378	18	89	72	18	35%
Average	247	326	383	50	46	55	15	30%
Typical Corvallis	223	270	302	33	100	25	11	30%
Proposed	250	300	350	50	100	20	20	50%

** = Fees are currently based on "Fixture Units" from the Plumbing Code

Plumbing 2

September 15, 2008

	Proposed
Minimum Fee	20.00
Bathroom 1 + Kitchen + 100 ft of Sewer + 100 ft of Water	250.00
Bathroom 2 + Kitchen + 100 ft of Sewer + 100 ft of Water	300.00
Bathroom 3 + Kitchen + 100 ft of Sewer + 100 ft of Water	350.00
Extra Kitchen / Bathroom	50.00
Per Fixture	20.00
Each new water, sewer or storm line, first 100'	100.00
Each new water sewer or storm line, Each Addtl 100' above first 100'	100.00
Water Heater / Boiler Replacement	30.00
Backflow Device (includes 10 feet of water service)	30.00
SFD Repair/replace: Water, Sewer, Storm	50.00
COM Repair/replace, Water, Sewer, Storm	180.00
Alter/Repair to Interior Plumbing System	20.00
Repipe/Replace Fixtures - SFD unlimited fixtures	50.00
Repipe/Replace Fixtures - COM, per 5 fixtures	50.00
Review/Service Charge	50%

Single Family Dwelling		Proposed	Current	Difference
1170 Cole	New SFD, 3 bath	567.00	538.00	29.00
3559 Goldfinch	New SFD, 4 bath	648.00	587.00	61.00
3526 Goldfinch	New SFD, 6 bath	810.00	673.00	137.00
1810 Circle Pl	Irrigation Backflow	48.60	27.00	21.60
555 Survista	All New Fixtures+	81.00	151.80	-70.80
1400 Vista	3 Fixtures	32.40	36.96	-4.56
3250 Norwood	All New Fixtures	81.00	68.32	12.68
2939 Mulkey	Repipe	32.40	28.00	4.40
225 Craig	Water Service Repl	48.60	40.32	8.28
Commercial				
5076 Philomath	New Pizza Restaurant	194.40	106.26	88.14
700 Circle	TI - Taste of Asia	324.00	184.80	139.20
136 Conifer	Apts, Water Service	162.00	73.92	88.08
140 Conifer	Apts, Fixtures supply	81.00	61.60	19.40
2525 Monroe	Sewer at restaurant	162.00	201.00	-39.00
615 Jackson	TI - Office Remodel	81.00	49.28	31.72
350 Circle	Restarurant Backflow	48.60	28.00	20.60
3700 Philomath	600' Water Line Repair	162.00	141.12	20.88
2175 Profess	TI - Real Estate Office	259.20	124.96	134.24
TOTAL		\$3,823	\$3,121	18.4%

- > Lower minimum fee to \$20 for consistency
- > Proposing lower than average of most comparitors
- > More emphasis on plan review/service charge - recover office costs
- > Simplifies current fee schedule
- > Last raised Plumbing fees in 1991

Electrical 1

September 15, 2008

NEW RESIDENTIAL	Corvallis	Albany	Bent Co	Bend	Keizer	Lake Os	McMinn	Medford	OR City	Spring	Tigard	Salem	Eugene	Average	Proposed
							NA								
1000 SQ Ft or Less	110	94.5	106	143.1	135	143.1		96	138	117	145.15	135	181	128.65	135
Additional 500 sq ft	20	16.5	19	27	25	27		17	27.6	21	33.4	25	42	25.04	25
Limited Energy	25	25	25	67.5	65	54		22	55.2		75	65	42	47.34	65
Limited Energy MF				54				40	55.2		75	65		57.84	
SERVICES/FEEDERS															
200 amps or less	60	55.5	79	85.05	80	85.05		55	82.5	70	80.3	80	99	75.95	80
201 amps - 400 amps	75	66.5	94	101.25	95	101.25		65	109.25	83	106.85	95	127	93.26	95
401 - 600	100	89	156	168.75	158	168.75		115	164.45	138	160.6	158	181	146.46	158
601 - 1000	150	144.5	204	220.05	205	220.05		150	247.25	180	240.6	205	278	203.70	205
1000+	350	333.5	469	506.25	475	506.25		340	453.1	413	454.65	475	557	444.40	475
TEMP SERVICES															
200 amps or less	40	39	63	67.5	65	67.5		45	48.3	55	66.85	65	82	58.68	65
201 - 400 amps	50	44.5	86	93.15	86	93.15		60	102.4	76	100.3	86	99	81.38	86
401 - 600	85	89	125	135	125	135		90	138	110	133.75	125	164	121.23	125
601 - 1000	150	333.5		220.05	205			342					278	254.76	205
1000+	350			506.25	475								557	472.06	475
BRANCH Circuits															
w/service	3	2.25	4	6.75	5	6.75		2.5	5.75	4	6.65	4	7	4.80	5
w/out service	40	39	54	62.25	65	62.25		40	46	48	46.85	65	58	52.20	65
each addtl	3	2.25	4	6.75	5	6.75		2.5	5.75	4	6.65	4	7	4.80	5
MISCELLANEOUS															
Mobile Home	50	44.5	63	67.5	65	67.5		45	55.2	55	90.9	65	90	63.22	65
Reconnect	45	39	63	67.5	65	67.5		45	55.2	55	66.85	65	65	58.25	65
Pump or Irrigation	45	40	63	67.5	65	67.5		45	55.2	55	53.4	65	65	57.22	65
Signal or outline	45	40	63	67.5	65	67.5		45	55.2	55	53.4	65	65	57.22	65
Signal Circuit	45	40	63	67.5	65	67.5		45	55.2	55		65	65	57.56	65
Extra Inspection	50	39	86	62.25	65	62.25		50	62	50	62.5	65	80	61.17	65
Investigation per hour	50	39	86	75	65	75		50		50	62.5	65	80	63.41	65
Industrial plant per hour		65		75	65						73.75	69	80	71.29	65
Plan Review	25	25	25	25	20	25		25	25	25	25	25	35	25	25

Electrical 2

September 15, 2008

Bend, Lake Oswego, Tigard Electrical Permit Cost Comparison

Single Family Dwelling		Proposed	Current	Difference	Increase
1155 Cole	New SFD, 3,045 sf	462.67	308	154.67	33.4%
629 NW 17	Rewire SFD	326.59	218.4	108.19	33.1%
2876 13th	Repl 200 amp svc	95.26	67.2	28.06	29.5%
3712 Deon	New SFD, 2,443 sf	220.75	168	52.75	23.9%
3717 Deon	Temp Svc	75.6	43.2	32.4	42.9%
3712 Deon	Low Voltage	75.6	28	47.6	63.0%
3705 Hilltop	Residential Remdl	151.2	108.64	42.56	28.1%
2793 45th	New SFD Solar	69.72	44.8	24.92	35.7%
3578 Goldfinch	New SFD, 8,208 sf	613.87	459.2	154.67	25.2%
1215 10th	Light Switch, SFD	69.72	44.8	24.92	35.7%
2435 29th	SFD, Fire Replace	98.28	85.12	13.16	13.4%
Commercial					
5076 Philomath	New Pizza	196.56	128.8	67.76	34.5%
984 Circle	17Apartment Remdl	185.98	107.52	78.46	42.2%
984 Circle	14Apartment Remdl	137.76	71.68	66.08	48.0%
956 Circle	Bakery	255.53	151.2	104.33	40.8%
1580 9th	Corvallis Market B	1,675.65	1,052.76	622.89	37.2%
TOTAL		4,710.74	3,087.32		34.5%

Salem, Keizer & Corvallis Proposed Electrical Permit Cost Comparison

Single Family Dwelling		Proposed	Current	Difference	Increase
1155 Cole	New SFD, 3,045 sf	364	308	56	15.4%
629 NW 17	Rewire SFD	308	218.4	89.6	29.1%
2876 13th	Repl 200 amp svc	89.6	67.2	22.4	25.0%
3712 Deon	New SFD, 2,443 sf	207.2	168	39.2	18.9%
3717 Deon	Temp Svc	72.8	43.2	29.6	40.7%
3712 Deon	Low Voltage	72.8	28	44.8	61.5%
3705 Hilltop	Residential Remdl	112	108.64	3.36	3.0%
2793 45th	New SFD Solar	72.8	44.8	28	38.5%
3578 Goldfinch	New SFD, 8,208 sf	571.2	459.2	112	19.6%
1215 10th	Light Switch, SFD	72.8	44.8	28	38.5%
2435 29th	SFD, Fire Replace	72.8	85.12	-12.32	-16.9%
Commercial					
5076 Philomath	New Pizza	145.6	128.8	16.8	11.5%
984 Circle	17Apartment Remdl	156.8	107.52	49.28	31.4%
984 Circle	14Apartment Remdl	117.6	71.68	45.92	39.0%
956 Circle	Bakery	201.6	151.2	50.4	25.0%
1580 9th	Corvallis Market B	1,192.80	1,052.76	140.04	11.7%
TOTAL		3,830.40	3,087.32		19.4%

- > Matching middle of comparator jurisdictions with Salem and Keizer
- > Last Electrical fee increase was in 2002

Fire Sprinklers

September 15, 2008

	Value of sprinkler system				Review
	\$1 - 2K	2K - 3.6K	3.6K - 7.2K	7.2K+	
Corvallis	na				
Albany	na				40%
Benton County	na				
Bend	140	190	226	265	65%
Keizer	95		140		
Lake Oswego	na				
McMinnville	na				
Medford	na				
Oregon City	87	129	164	200	
Springfield	na				
Tigard	187.5	232.5	292.5	381.5	
Salem	87	129	164	200	30%
Eugene	na				
Clackamas Co	87	129	164	200	
Average	\$113.92	\$161.90	\$191.75	\$249.30	45%
Proposed	\$87.00	\$129.00	\$164.00	\$200.00	50%

Matches Oregon City, Salem & Clackamas Co,

- > New methodology required by OAR
- > Aligns with other jurisdictions already using methodology

Medical Gas

September 15, 2008

CURRENT: Fee derived from a base fee plus fee per unit

	Base Fee	Per in/out	Per floor
Corvallis	190	1	
Albany	50	10	22
Benton County			
Bend**			
Keizer	120		
Lake Oswego**			
McMinnville	219	1	
Medford**			
Oregon City**			
Springfield	241	6	
Tigard**			
Salem**			
Eugene	226	2	
Average	174	4	

** Fees are based on value of the project

PROPOSED: Fee based on value/cost of project

	\$5,000	\$10,000	\$50,000	\$100,000	Review %
Corvallis					
Albany					
Benton County					
Bend	106	153	462	696	30
Keizer					
Lake Oswego					
McMinnville					
Medford	179	269	890	1,340	25
Oregon City	50	178	678	1,098	50
Springfield					
Tigard	73	149	742	1,342	25
Salem	100	175	583	1,093	30
Eugene					
Clackamas Co	100	175	583	1,093	50
Hillsboro	67	190	454	778	25
Average	\$101	\$183	\$656	\$1,110	
Corvallis Proposed	\$100	\$175	\$583	\$1,093	50

Proposed Schedule	\$ Range	Base Fee	Plus
	\$1-5K	100.00	
	5K-10K	100.00	\$1.50 / \$100 in value
	10K-100K	175.00	\$10.20 / \$1,000 in value
	100K+	1,093.50	\$7.00 / \$1,000 in value
	Review	50%	

NOTE: Proposing to match Salem, Clackamas & Oregon City as they are close to average

- > New methodology
- > Matches other jurisdictions

Manufactured Home

September 15, 2008

	Home Install Fee
Corvallis	105
Albany	167
Benton County	254
Bend	588
Keizer	275
Lake Oswego	
McMinnville	215
Medford	218
Oregon City	312
Springfield	
Tigard	275
Salem	275
Eugene	249
Average	\$266.64
Propose	\$275.00

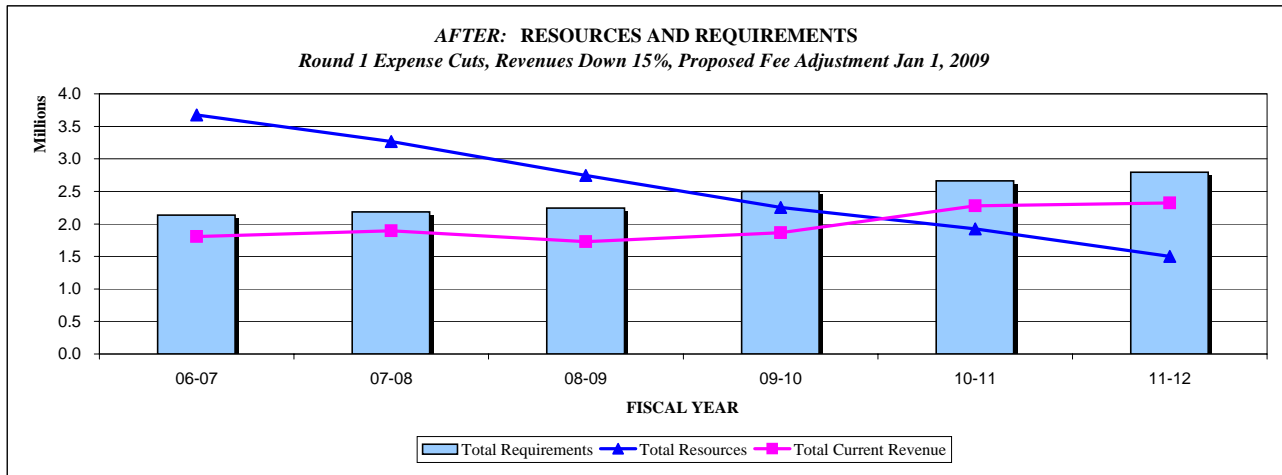
Propose - \$275 matches Keizer, Salem, Tigard. Lower than Bend which is \$588.

- > Installation fee includes plan review and inspections for complete setup and installation of home
- > Last increase was in 1989

DEVELOPMENT SERVICES FUND

10-6-08, Round 1 Cuts, Fee Increase Applied Jan 1, 2009

BUDGETARY BASIS	AUDITED FY 06-07	UNAUDITED FY 07-08	ADOPTED FY 08-09	REVISED FY 08-09	PROJECTED FY 09-10	FY 10-11	FY 11-12
BEGINNING OPERATING FUND BALANCE	\$1,443,562	\$1,135,474	\$737,525	\$789,982	\$297,137	(\$475,215)	(\$971,375)
OPERATING REVENUES							
Licenses, Fees & Permits	\$1,024,444	\$1,000,239	\$1,194,500	\$829,027	\$885,290	\$1,062,340	\$1,083,590
Charges for Services	696,454	839,481	855,530	841,279	1,008,440	1,210,120	1,234,320
Fines & Forfeitures	0	0	0	0	0	0	0
Miscellaneous	84,992	56,225	58,500	58,500	21,540	5,090	5,090
TOTAL OPERATING REVENUES	\$1,805,890	\$1,895,945	\$2,108,530	\$1,728,806	\$1,915,269	\$2,277,550	\$2,323,000
OPERATING EXPENDITURES							
Community Development	\$2,136,866	\$2,185,310	\$2,562,680	\$2,245,971	\$2,499,351	\$2,662,800	\$2,795,070
TOTAL OPERATING EXPENDITURES	\$2,136,866	\$2,185,310	\$2,562,680	\$2,245,971	\$2,499,351	\$2,662,800	\$2,795,070
REVENUE EXCESS (SHORTFALL) OVER EXPENDITURES	(\$330,976)	(\$289,365)	(\$454,150)	(\$517,165)	(\$584,082)	(\$385,250)	(\$472,070)
NON-OPERATING RESOURCES (USES)							
NON-OPERATING ACTIVITY							
Non-Operating Revenue	\$3,000	\$0	\$0	\$0	\$0	\$0	\$0
Transfers In	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Transfers Out	(196,213)	(88,648)	(138,700)	(138,700)	(133,270)	(105,910)	(111,210)
Contingencies	0	0	(50,000)	0	(50,000)	0	0
TOTAL NON-OPERATING RESOURCES (USES)	(\$168,213)	(\$63,648)	(\$163,700)	(\$113,700)	(\$158,270)	(\$80,910)	(\$86,210)
Net Operating Fund Activity	(499,189)	(353,013)	(617,850)	(630,865)	(742,352)	(466,160)	(558,280)
NET ACTIVITY	(\$499,189)	(\$353,013)	(\$617,850)	(\$630,865)	(\$742,352)	(\$466,160)	(\$558,280)
RESTRICTED BALANCES, Beginning of Year	\$426,642	\$235,541	\$228,020	\$228,020	\$90,000	\$120,000	\$150,000
FUND BALANCE (Including Restricted), End of Year	\$1,371,015	\$1,018,002	\$347,695	\$387,137	(\$355,215)	(\$821,375)	(\$1,379,655)
LESS: RESTRICTED BALANCES							
MANAGEMENT RESERVES	\$203,480	\$228,020	\$211,290	\$90,000	\$120,000	\$150,000	\$180,000
COUNCIL DESIGNATIONS	32,061	0	0	0	0	0	0
UNRESTRICTED FUND BALANCE	\$1,135,474	\$789,982	\$136,405	\$297,137	(\$475,215)	(\$971,375)	(\$1,559,655)



Round 1 Cuts - Key Factors - Effective July 2008

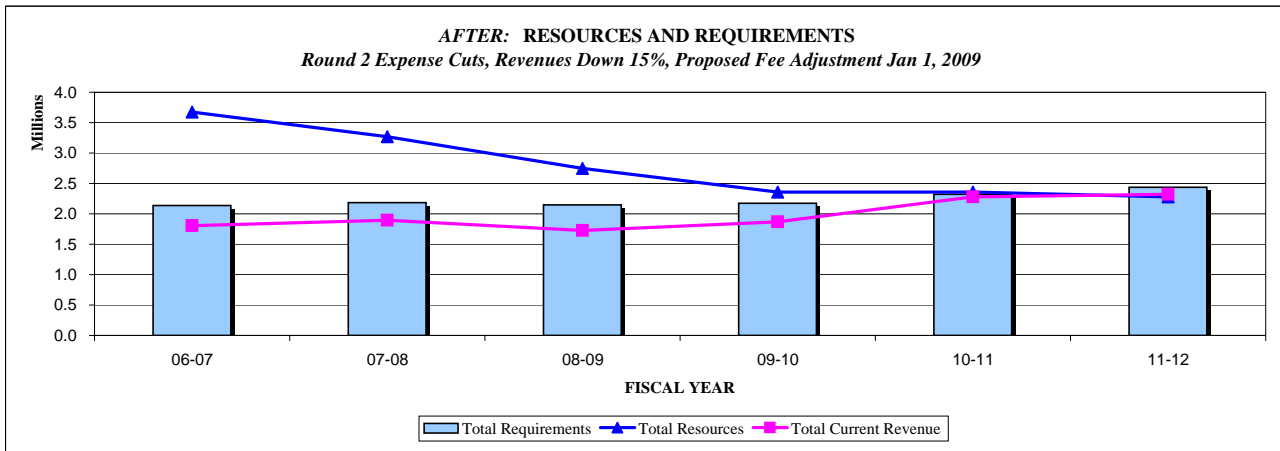
- Based on Stakeholder review and recommendation in October 2008, revenues adjusted -15% in line with 1st qtr revenue receipts
- Reducing the building reserve to zero in 08-09 (\$138,020);
- Deleting the \$30K contribution to the technology reserve in 08-09;
- Adjusting personal services to 95% to reflect historical salary savings;
- FY 08/09 Staff reductions (2.75 FTE):
 - In 08/09, Leaving the vacant Building Inspector and 0.75 Permit Technician positions unfilled (est. \$130K personal service savings) through 08-09;
 - In 08/09, Building Inspector II leave (10 Months, est \$71,857 savings);
 - Delay in hiring Project Coordinator to December 2008 (est \$42,618 savings);
 - 50% reduction in casual and overtime (est \$40,000 savings/year);
- No new vehicle purchase in 08/09 (est savings \$22,970)
- Reduced Special Projects in 08/09 by approx \$50K

TOTAL Cuts Approx \$443,000

DEVELOPMENT SERVICES FUND

10-6-08, Round 2 Cuts, Fee Increase Applied Jan 1, 2009

BUDGETARY BASIS	AUDITED FY 06-07	UNAUDITED FY 07-08	ADOPTED FY 08-09	REVISED FY 08-09	PROJECTED FY 09-10	FY 10-11	FY 11-12
BEGINNING OPERATING FUND BALANCE	\$1,443,562	\$1,135,474	\$737,525	\$789,982	\$397,059	(\$13,643)	(\$163,653)
OPERATING REVENUES							
Licenses, Fees & Permits	\$1,024,444	\$1,000,239	\$1,194,500	\$829,027	\$885,290	\$1,062,340	\$1,083,590
Charges for Services	696,454	839,481	855,530	841,279	1,008,440	1,210,120	1,234,320
Fines & Forfeitures	0	0	0	0	0	0	0
Miscellaneous	84,992	56,225	58,500	58,500	25,790	8,340	5,090
TOTAL OPERATING REVENUES	\$1,805,890	\$1,895,945	\$2,108,530	\$1,728,806	\$1,919,519	\$2,280,800	\$2,323,000
OPERATING EXPENDITURES							
Community Development	\$2,136,866	\$2,185,310	\$2,562,680	\$2,146,049	\$2,171,951	\$2,319,900	\$2,435,850
TOTAL OPERATING EXPENDITURES	\$2,136,866	\$2,185,310	\$2,562,680	\$2,146,049	\$2,171,951	\$2,319,900	\$2,435,850
REVENUE EXCESS (SHORTFALL) OVER EXPENDITURES	(\$330,976)	(\$289,365)	(\$454,150)	(\$417,243)	(\$252,432)	(\$39,100)	(\$112,850)
NON-OPERATING RESOURCES (USES)							
NON-OPERATING ACTIVITY							
Non-Operating Revenue	\$3,000	\$0	\$0	\$0	\$0	\$0	\$0
Transfers In	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Transfers Out	(196,213)	(88,648)	(138,700)	(138,700)	(133,270)	(105,910)	(111,210)
Contingencies	0	0	(50,000)	0	(50,000)	0	0
TOTAL NON-OPERATING RESOURCES (USES)	(\$168,213)	(\$63,648)	(\$163,700)	(\$113,700)	(\$158,270)	(\$80,910)	(\$86,210)
Net Operating Fund Activity	(499,189)	(353,013)	(617,850)	(530,943)	(410,702)	(120,010)	(199,060)
NET ACTIVITY	(\$499,189)	(\$353,013)	(\$617,850)	(\$530,943)	(\$410,702)	(\$120,010)	(\$199,060)
RESTRICTED BALANCES, Beginning of Year	\$426,642	\$235,541	\$228,020	\$228,020	\$90,000	\$90,000	\$120,000
FUND BALANCE (Including Restricted), End of Year	\$1,371,015	\$1,018,002	\$347,695	\$487,059	\$76,357	(\$43,653)	(\$242,713)
LESS: RESTRICTED BALANCES							
MANAGEMENT RESERVES	\$203,480	\$228,020	\$211,290	\$90,000	\$90,000	\$120,000	\$150,000
COUNCIL DESIGNATIONS	32,061	0	0	0	0	0	0
UNRESTRICTED FUND BALANCE	\$1,135,474	\$789,982	\$136,405	\$397,059	(\$13,643)	(\$163,653)	(\$392,713)



Round 1 Cuts - Key Factors - Effective July 2008

- 1) Based on Stakeholder review and recommendation in October 2008, revenues adjusted -15% in line with 1st qtr revenue receipts
 - 2) Reducing the building reserve to zero in 08-09 (\$138,020);
 - 3) Deleting the \$30K contribution to the technology reserve in 08-09;
 - 4) Adjusting personal services to 95% to reflect historical salary savings;
 - 5) FY 08/09 Staff reductions (2.75 FTE):
 - In 08/09, Leaving the vacant Building Inspector and 0.75 Permit Technician positions unfilled (est. \$130K personal service savings) through 08-09;
 - In 08/09, Building Inspector II leave (10 Months, est \$71,857 savings);
 - Delay in hiring Project Coordinator to December 2008 (est \$42,618 savings);
 - 50% reduction in casual and overtime (est \$40,000 savings/year);
 - 6) No new vehicle purchase in 08/09 (est savings \$22,970)
 - 7) Reduced Special Projects in 08/09 by approx \$50K
- TOTAL Cuts Approx \$443,000**

Round 2 Cuts - Key Factors

- 1) If necessary, effective January 1, 2009
- TOTAL Cuts Approx \$99,922**

Section 8.03.300.010 Building permit fees.

- 1) The building permit fees applicable under Section 9.01.110 shall be:
 - a) Building permits for the following total valuations:
 - 1] \$1.00 to \$500.00 - ~~\$20.00~~ ~~\$20.48~~,
 - 2] \$501.00 to \$2,000.00 - (~~\$20.00~~ ~~\$20.48~~ for the first \$500.00) + (~~\$1.83~~ ~~\$2.36~~ for each additional \$100.00 or fraction thereof),
 - 3] \$2,001.00 to \$25,000.00 - (~~\$47.51~~ ~~\$55.90~~ for the first \$2,000.00) + (~~\$7.94~~ ~~\$9.35~~ for each additional \$1,000.00 or fraction thereof),
 - 4] \$25,001.00 to \$50,000.00 - (~~\$230.31~~ ~~\$270.96~~ for the first \$25,000.00) + (~~\$5.97~~ ~~\$7.03~~ for each additional \$1,000.00 or fraction thereof),
 - 5] \$50,001.00 to \$100,000.00 - (~~\$379.69~~ ~~\$446.70~~ for the first \$50,000.00) + (~~\$3.96~~ ~~\$4.56~~ for each additional \$1,000.00 or fraction thereof),
 - 6] \$100,001.00 and up - (~~\$578.09~~ ~~\$680.11~~ for the first \$100,000.00) + (~~\$3.31~~ ~~\$3.90~~ for each additional \$1,000.00 or fraction thereof);
 - 2) Building permit plan review fees: Plan review fees shall be ~~equal to 65 percent of the building permit fee as set forth in Section 8.03.300.010 subsection 1)a).~~
 - 3) Land Development Code review fee: Land Development Code review fees shall be 33 percent of the building permit plan review fee as set forth in Section 8.03.300.010 subsection 2).
 - 4) Fire Code Review Fee: Fire Code review fee shall be 10 percent of the building permit plan review fee as set forth in Section 8.03.300.010 subsection 2).
 - 5) Fire and life safety plan review fees: Fire and life safety plan review fees shall be ~~equal to 40 percent of the building permit fee as set forth in Section 8.03.300.010 subsection 1).~~
 - 6) Certificate of occupancy: Certificate of Occupancy fee applicable under Chapter 9.01 - \$25.00.
 - 7) Temporary Certificate of Occupancy: Temporary Certificate of Occupancy fee applicable under Chapter 9.01 - \$250.00 each, per 60-day period.
 - 8) Phased Permitting:
 - a) Each phased permit of a phased development project shall be assessed a permit and plan review fee as set forth in Section 8.03.300.010, subsections 1), 2), 3), 4), and 5), and
 - b) The phased development plan review fee for each phased permit shall be an additional 10% plan review fee, to the plan review fees set forth in section 8.03.300.010, subsections 2), 3), 4), and 5).
 - 9) Deferred Submittal fee: The Deferred Submittal ~~plan review~~ fee shall be \$150.00 per deferred submittal.

(Ord. 2007-01§1, 02/05/2007; 2005-10 §1, 06/20/2005; Ord. 2002-24 §3, 07/15/2002)

Section 8.03.300.020 Mechanical permit fees.

- 1) The mechanical permit fees applicable under Section 9.01.120 shall be:
 - a) Permit issuance:
 - 1] For the issuance of each permit—\$50.00;
 - 2] For the issuing of each supplemental permit—\$8.00;
 - b) Unit fee schedule:
 - 1] Installation or relocation of each forced air or gravity type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 Btu/h—\$19.00;
 - 2] Installation or relocation of each forced air or gravity type furnace or burner, including ducts and vents attached to such appliance over 100,000 Btu/h—\$24.00;
 - 3] For the installation or relocation of each floor furnace, including vent—\$19.00;
 - 4] For the installation or relocation of each suspended heater, recessed wall heater, or floor mounted unit heater—\$19.00;
 - 5] For the installation, relocation, or replacement of each appliance vent installed and not included in an appliance permit—\$9.00;
 - 6] For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption, or evaporative cooling system, including installation of controls regulated by this Code—\$19.00;
 - 7] For the installation or relocation of each boiler or compressor to and including three horsepower, or each absorption system to and including 100,000 Btu/h—\$19.00;
 - 8] For the installation or relocation of each boiler or compressor over three horsepower to and including 15 horsepower, or for each absorption system over 100,000 Btu/h to and including 500,000 Btu/h—\$34.00;
 - 9] For the installation or relocation of each boiler or compressor over 15 horsepower to and including 30 horsepower, or each absorption system over 500,000 Btu/h to and including 1,000,000 Btu/h—\$47.00;
 - 10] For the installation or relocation of each boiler or compressor over 30 horsepower to and including 50 horsepower, or for each absorption system over 1,000,000 Btu/h to and including 1,750,000 Btu/h—\$70.00;
 - 11] For the installation or relocation of each boiler or refrigeration compressor over 50 horsepower, or each absorption system over 1,750,000 Btu/h—\$117.00;
 - 12] For each air handling unit to and including 10,000 cubic feet per minute, including ducts attached hereto—\$14.00;
 - 13] For each air handling unit over 10,000 cfm—\$24.00;
 - 14] For each evaporative cooler other than portable type—\$14.00;
 - 15] For each ventilation fan connected to a single duct—\$9.00;
 - 16] For each ventilation system which is not a portion of any heating or air conditioning system authorized by a permit—\$14.00;
 - 17] For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood—\$14.00;
 - 18] For the installation or relocation of each domestic type incinerator—\$24.00;
 - 19] For the installation or relocation of each commercial or industrial type incinerator—\$93.00;
 - 20] For each appliance or piece of equipment regulated by this Code but not classed in other appliance categories, or for which no other fee is listed in this Code—\$13.00;
 - 21] When Chapter 22 of the Uniform Mechanical Code is applicable (see Section 103), permit fees for fuel gas piping shall be as follows:
 - a) For each gas piping system of one to four outlets—\$8.00;
 - b) For each gas piping system of five or more outlets, per outlet—\$2.00;
 - 22] Process piping fees as follows:

~~a) For each hazardous process piping system (HPP) of 1 to 4 outlets
\$8.00,~~

~~b) For each hazardous piping system (HPP) of 5 or more outlets - \$2.00
per outlet.~~

1) The mechanical permit fees applicable under Section 9.01.120 shall be:

a) Permit issuance:

1] For the issuance of each permit - \$20.00.

b) Residential unit fee schedule, each new or replacement:

1] Fuel burning stove, fireplace, insert, lighter - \$30.00,

2] Furnace, air conditioner - \$30.00,

3] Clothes dryer, exhaust fan, hood - \$20.00,

4] Other appliances or equipment - \$20.00,

5] Gas piping system, new or altered - \$20.00,

6] Alteration to mechanical equipment or system - \$20.00.

c) Commercial fee schedule based on the value of the mechanical equipment and installation costs:

1] \$1.00 to \$2,000.00 - \$72.50,

2] \$2,001.00 to \$5,000.00 - (\$72.50 for the first \$2,000.00) + (\$2.30 for each additional \$100.00 or fraction thereof),

3] \$5,001.00 to \$10,000.00 - (\$141.50 for the first \$5,000.00) + (\$1.80 for each additional \$100.00 or fraction thereof),

4] \$10,001.00 to \$50,000.00 - (\$231.50 for the first \$10,000.00) + (\$1.35 for each additional \$100.00 or fraction thereof),

5] \$50,001.00 to \$100,000.00 - (\$771.50 for the first \$50,000.00) + (\$1.25 for each additional \$100.00 or fraction thereof),

6] \$100,001.00 and up - (\$1,396.50 for the first \$100,000.00) + (\$1.10 for each additional \$100.00 or fraction thereof).

2) Mechanical permit plan review fee: Plan review fees shall be ~~50~~ 25 percent of the mechanical permit fee as set forth in Section 8.03.300.020 subsection 1).

(Ord. 2002-24 § 4, 07/15/2002; Ord. 2002-01, § 1, 01/07/2002)

Section 8.03.300.030 Plumbing permits.

1) Except that a minimum inspection fee of ~~\$20.00~~ \$25.00 shall apply for revision or alteration of plumbing within an existing building, the following fees applicable to plumbing permits provided in Section 9.01.130 shall be charged:

a) Single Family Dwellings: ~~For each plumbing fixture - \$11.00;~~

1] Kitchen and 1 bathroom - \$250.00,

2] Kitchen and 2 bathrooms - \$300.00,

3] Kitchen and 3 bathrooms - \$350.00,

4] Each extra kitchen or bathroom - \$50.00,

5] Fees in subsections 1] through 3] above include the first 100 feet of line for water, sewer, storm drain, low-point drain, and perimeter drain, as well as icemakers, and hose bibs. Fees do not include a storm water retention/detention facility, irrigation system, fire suppression system, or additional line footage noted above beyond the first 100 feet,

6] Each new or additional water, sewer, storm line, or private storm drainage systems - \$100.00,

7] Each backflow device (includes first 10 feet of water service) - \$30.00,

8] Repair, alter or replace water, sewer or storm line - \$50.00,

9] Alteration or repair of interior plumbing systems - \$20.00,

10] Re-pipe/replace fixtures - \$50.00,

11] Water heater or boiler - \$30.00.

b) Multifamily and Commercial:

1] Per Fixture - \$20.00,

2] Each backflow device (includes first 10 feet of water service) - \$30.00,

3] Each new, repair, alteration or replacement of water, sewer or storm line - \$180.00,

4] Re-pipe/replace fixtures - \$50.00 per 5 fixtures,

5] Alteration or repair of interior plumbing systems - \$20.00,

6] Water heater or boiler - \$50.00.

b) Water service:

1] ~~For the first 100 feet or fraction thereof - \$36.00;~~

2] ~~For each additional 200 feet or portion thereof - \$30.00;~~

c) Mobile home/manufactured home space - ~~\$25.00~~ \$50.00.

d) Medical gas system fee schedule based on the value of the equipment and installation costs inspection fees:

1] \$190.00 base fee; and

2] \$1.00 per each inlet or outlet

1] \$1.00 to \$5,000.000 - \$100.00,

2] \$5,001.00 to \$10,000.00 - (\$100.00 for the first \$5,000.00) + (\$1.50 for each additional \$100.00 or fraction thereof),

3] \$10,001.00 to \$100,000.00 - (\$175.00 for the first \$10,000.00) + (\$10.20 for each additional \$1,000.00 or fraction thereof),

4] \$100,001.00 and up - (\$1,093.50 for the first \$100,000.00) + (\$7.00 for each additional \$1,000.00 or fraction thereof),

e) Residential fire sprinkler permit fee – The residential fire sprinkler system permit fee schedule is based on the value of the equipment and installation costs.

1] \$1.00 to \$2,000.000 - \$87.00,

2] \$2,001.00 to \$3,600.00 - \$129.00,

3] \$3,601.00 to \$7,200.00 - \$164.00,

4] \$7,201.00 and up - \$200.00,

e-f) Plumbing service charge and plan review fees shall be based on the time required to administer and conduct the plan review ~~the plans~~, but shall not exceed ~~50%~~ 30% of the plumbing permit fee in subsection 1) of this section.

f) ~~The fees applicable under Section 9.01.130 are as follows:~~

a) ~~Sewer permit:~~

~~1) Single family—\$100.00,~~

~~2) All others—\$180.00;~~

b) ~~Storm drain permit:~~

~~1) New systems or major alterations for single family—\$100.00,~~

~~2) Minor alteration of existing system for single family—\$25.00,~~

~~3) New systems or major alterations for all other structures—\$180.00,~~

~~4) Minor alterations of existing systems for all other structures—\$50.00.~~

(Ord. 2002-24 § 5, 07/15/2002; Ord. 2002-01 §2, 01/07/2002)

Section 8.03.300.040 Electrical permits and inspection.

1) The fees applicable to electrical permits and inspection provided in Section 9.01.140 shall be as follows:

- a) New residential, single or multi-family per dwelling unit; service included:
 - 1] 1,000 square feet or less - ~~\$110.00~~ \$135.00,
 - 2] Each additional 500 square feet or portion thereof - ~~\$20.00~~ \$25.00,
 - 3] Each manufactured home or modular dwelling service or feeder - ~~\$50.00~~ \$65.00;
 - 4] Limited energy - ~~\$25.00~~ \$65.00;
 - b) Services or feeders; installation, alterations, or relocation:
 - 1] 200 amps or less - ~~\$60.00~~ \$80.00,
 - 2] 201 amps to 400 amps - ~~\$75.00~~ \$95.00,
 - 3] 401 amps to 600 amps - ~~\$100.00~~ \$158.00,
 - 4] 601 amps to 1000 amps - ~~\$150.00~~ \$205.00,
 - 5] Over 1,000 amps or volts - ~~\$350.00~~ \$475.00,
 - 6] Reconnect only - ~~\$45.00~~ \$65.00;
 - c) Temporary services or feeders; installation, alteration, or relocation:
 - 1] 200 amps or less - ~~\$40.00~~ \$65.00,
 - 2] 201 amps to 400 amps - ~~\$50.00~~ \$86.00,
 - 3] Over 401 amps to 600 amps, ~~\$85.00~~ \$125.00,
 - 4] Over 600 amps or 100 volts (see "Services or feeders" above);
 - d) Branch circuits, alterations or extensions per panel or feeder:
 - 1] Each branch circuit with purchase of service or feeder permit - ~~\$3.00~~ \$5.00,
 - 2] Branch circuits without purchase of service or feeder permit:
 - a] First branch circuit - ~~\$40.00~~ \$65.00,
 - b] Each additional branch circuit - ~~\$3.00~~ \$5.00,
 - e) Miscellaneous (service or feeder not included):
 - 1] Each pump or irrigation circle - ~~\$45.00~~ \$65.00,
 - 2] Each sign or outline lighting - ~~\$45.00~~ \$65.00,
 - 3] Signal circuit(s) or a limited energy panel, alteration or extension - ~~\$45.00~~ \$65.00,
 - 4] Each additional inspection over the allowable in any of the above, per inspection - ~~\$50.00~~ \$65.00,
 - 5] Master permit inspections - ~~\$50.00~~ \$65.00 per hour plus \$150.00 annual administrative service charge,
 - 6] Special field evaluations of unlisted equipment - ~~\$50.00~~ \$65.00 per hour;
- 2) Electrical permit plan review fees: Plan review fees shall be 25 percent of the electrical permit fee as set forth in subsection 1) of this section.
(Ord. 2002-24 § 6, 07/15/2002; Ord. 2002-01, § 3, 01/07/2002)

Section 8.03.300.050 Manufactured home fees.

The fees applicable under Section 9.01.160 relating to manufactured home parks shall be:

1) Manufactured home parks, not including building permits for structures, mobile home set-up permits, electrical or plumbing permits:

a) Plan review fee to equal the building permit fee (Sections 8.03.300.010 and 8.03.300.020),

b) Park construction permit is 65 % of building permit fee,

c) Building or structures - plan review and building permits (see Building Permit Fee Schedule [Section 8.03.300.010]);

2) Manufactured home installations and accessory structures in parks:

a) Manufactured home installation - ~~\$105.00~~ \$275.00,

b) Accessory structure - plan review and building permits (see Building Permit Fee Schedule [Section 8.03.300.010])

c) State service charge - \$30.00.

(Ord. 2005-10 §2, 06/20/2005; Ord. 2002-24 § 7, 07/15/2002)



Community Development
Development Services Division
501 SW Madison Avenue
P.O. Box 1083
Corvallis, OR 97339-1083
(541) 766-6929
TTY (541) 766-6477

October 9, 2008

RE: State Fee Methodology Changes & Fee Adjustments

Hello,

I am writing to inform you that permit fees in Corvallis will be adjusted to align with State fee methodologies as recently required by the State Building Codes Division (BCD). The effective deadline imposed by BCD for this adjustment is January 1, 2009. By moving to the new methodologies there will be impacts that result in increases and decreases to permit fees. I have attached a communication piece from the State as info share. In addition, BCD is requiring all jurisdictions to use the same permit application forms. We will be updating our forms and fee schedules in early November and they will be made available to you when the updates are complete.

Along with the required change in fee methods, Development Services will be seeking City Council approval to adjust some fees in areas that are running a significant deficit and have not been adjusted for a number of years. These proposed fee adjustments are outlined in an attached handout for your review. Before requesting the adjustment, Development Services reduced expenditures and sought the counsel of the six-member Development Services Stakeholder Advisory Group. The group is comprised of local contractors and design professionals. The Stakeholder Group reviewed the budget, including revenues and expenditures, and has recommended approval of the fee adjustments. The Stakeholder Group appreciated the significant expenditure cuts that have already been made and the efforts to continue providing timely service.

For anyone who would like to discuss the new fee methodologies or the proposed fee adjustment in more detail, I have scheduled an informational meeting for Monday, October 20, 2008, at 4:00 pm in the Madison Meeting Room, at 500 SW Madison Avenue. You can also call me at 766-6929 or send an e-mail to dan.carlson@ci.corvallis.or.us.

If you are interested in attending the public hearing, this recommendation is scheduled to be considered by the City Council's Administrative Services Committee at noon on October 23, 2008, in the Madison Meeting Room, at 500 SW Madison Avenue.

Sincerely,

Dan Carlson
Development Services Manager

Encl: State communication handout on fee methodology
Fee adjustment schedule