



Oregon

John A. Kitzhaber, MD, Governor

Department of Consumer and Business Services
Building Codes Division
1535 Edgewater Street NW
P.O. Box 14470
Salem, OR 97309-0404
503-378-4133
Fax: 503-378-2322
www.bcd.oregon.gov

November 14, 2011

To: INTERESTED PARTIES

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

Subject: CITY OF COOS BAY PROPOSED FEE ADOPTION

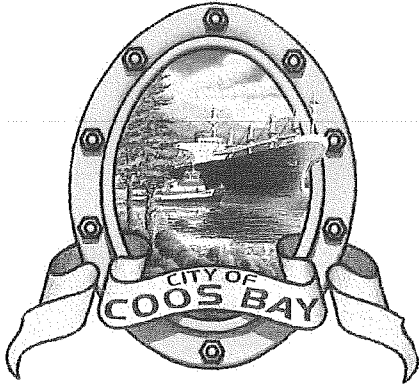
The State Building Codes Division (division) has received the enclosed notice of intent to change building inspection program fees from the above listed municipality. Pursuant to Oregon Administrative Rule 918-020-0220, municipalities seeking to adopt fees are required to provide the following summary 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 Amy Carlson, City of Coos Bay Codes/Planning Specialist at 541-269-8918, or attend a local opportunity for public comment at 7:00 p.m. on January 3, 2012 in the Coos Bay Council Chambers, 500 Central Ave, Coos Bay, OR 97420. 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 COOS BAY



City of Coos Bay

Public Works & Development Dept.

500 Central Ave., Coos Bay, Oregon 97420
Phone (541) 269-8918 • Fax (541) 269-8916

November 10, 2011

Dept. of Consumer Business Services
Building Codes Division
Attn: Aeron Teverbaugh
PO Box 14470
Salem, OR 97309

Dear Ms. Teverbaugh,

Pursuant to OAR 918-020-0220, the City of Coos Bay hereby notifies the Building Codes Division of its intention to implement, on January 1, 2012, changes to the fee schedule for residential and commercial building permits. The following summary addresses the requirements of OAR 918-020-0220:

- (a) The municipality shall notify the division of such adoptions 45 days prior to the adoptive date.

Notice provided November 15, 2011

The notification shall include a summary of the following:

- (A) The affected specialty code or program areas;

Residential Structural, Commercial Structural, and Solar Installation programs administered by the City of Coos Bay.

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

The proposed change adds the following fees:

- 1- Deferred Submittal Plan Review of 65% of the permit fee, using the value of the deferred portion, with a minimum fee of \$200.00 for each deferred item;*
- 2- Phased Projects Plan Review of \$250.00 plus 10% of total permit fee per phase, not to exceed \$1500.00 per phase;*
- 3- Additional Plan Reviews are subject to the greater of 50% of the original plan review fee or \$110.00;*
- 4- Solar Structural Installations that comply with the prescriptive path in OSISC 305.4 have a flat fee, as required by OAR 918-050-0180, of \$100.00. This fee includes review and one inspection.*

The proposed change reduces the Inspection Fee from a two-hour minimum to one-hour minimum charge.

The proposed change increases the Temporary Certificate of Occupancy fee for commercial structures from \$100.00 to \$250.00. This is a 150% increase for.

- (C) The proposed effective date;

The fee change will be effective January 1, 2012.

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

The City of Coos Bay last revised its structural building fees on March 14, 2008

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

The fee resolution was brought before the City Council in a public hearing on October 18, 2011, 7:00 p.m., in the Coos Bay Council Chambers located at 500 Central Ave, Coos Bay, Oregon.

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

Amy Carlson, Codes/Planning Specialist - (541) 269-8918

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

The City of Coos Bay intends to change its fee schedule to more accurately reflect the actual cost of administering the Building Codes program and to bring the City of Coos Bay's fees in line with other jurisdictions throughout the State of Oregon. This change will also assist the city in complying with the City of Coos Bay's 1997 Charter amendment (enclosed) mandating that the Building Codes program be self-supporting. The addition of Deferred Submittal Plan Review, Phased Project Plan Review, and Additional Plan Review fees are to recoup costs for additional time spent on plan review and administration for these items. Whereas issuance of a Temporary Certificate of Occupancy for commercial structures results in significant amounts of staff time, the increase in this fee will more accurately reflect the actual costs to the city. The Inspection fee is being reduced from a 2-hour minimum to a 1-hour minimum in order to allow the city to base inspection fees upon actual administrative costs. The establishment of a flat fee for Solar Structural Installations that comply with the prescriptive path in OSISC 305.4 will bring the city into compliance with OAR 918-050-0180 Statewide Methodology for Solar Structural Installation Permits.

- (b) Upon notification from the division that an appeal request has been received under ORS 455.210 or 479.845, the municipality shall submit further documentation to be received by the division within 15 days following notification.

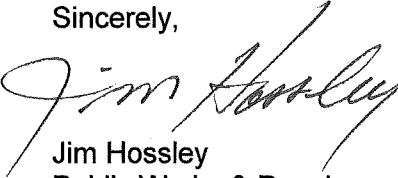
To be submitted upon notification of appeal request

- (c) The municipality shall update its operating plan on file with the division within 30 days of the adoption of a new building inspection program fee schedule including sufficient information for the division to determine the fee revenue will be used within the building inspection program.

Operating Plan is enclosed

The City of Coos Bay intends to monitor permit activity closely and institute further changes as may be necessary to match revenues with expenses. If you have any questions, please feel free to call me at (541) 269-8918.

Sincerely,

A handwritten signature in black ink that reads "Jim Hossley". The signature is written in a cursive style with a large, sweeping initial "J".

Jim Hossley
Public Works & Development Director

ENCLOSURES