

**CITY OF SILVERTON**  
**RESOLUTION**  
22-28

**A RESOLUTION OF THE SILVERTON CITY COUNCIL UPDATING THE MASTER FEE SCHEDULE**

**WHEREAS**, the City of Silverton performs and offers certain services, the cost of which are most reasonably borne by residents, as opposed to paying for said services from general City funds; and

**WHEREAS**, on June 7, 2021, the City Council adopted Resolution 21-09, updating the Master Fee Schedule, and

**WHEREAS**, the City Council desires to adopt an updated Master Fee Schedule annually to reflect changes in fees and Consumer Price Index (CPI) adjustments.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY OF SILVERTON, AS FOLLOWS:**

- Section 1:** Resolution 21-09 is hereby repealed.
- Section 2:** The Master Fee Schedule for all City departments is hereby updated and shown as Exhibit A.
- Section 3:** The Utility Improvement Fees will be adjusted annually on July 1 according to the CPI, as approved by City Council on June 18, 2018.
- Section 4:** Effective July 1, 2024, the water base charge, dwelling unit charge and the usage charge will adjust every July 1 according to the CPI, as approved by City Council on June 18, 2018.
- Section 5:** Effective July 1, 2024, the sewer base charge, usage charge, flow rate, BOD rate and TSS rate will adjust every July 1 according to the CPI, as approved by City Council on June 18, 2018.
- Section 6:** The System Development Charges will be adjusted annually on July 1 based on the change in construction costs according to the Engineering News Record (ENR) Northwest Construction Cost Index (CCI).
- Section 7:** This Resolution is and shall be effective September 12, 2022 and will be updated annually.


Resolution adopted by the City Council of the City of Silverton, this 12th day of September, 2022.



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Mayor, City of Silverton  
Kyle Palmer

ATTEST



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City Manager/Recorder, City of Silverton  
Ronald F. Chandler

# Master Fee Schedule



## Administrative Fees

Type	Fee Amount
Physical verification of reduction in number of business or living units	\$20.00
Returned Check Fee	\$25.00
Fax Fee per page	\$1.00
Election Filing Fee	\$50.00
City Code Book	\$30.00
Council/Planning Audio Tape	\$5.00
Liquor License – New	\$50.00
Liquor License – Temporary	\$35.00
Liquor License – Renewal	\$25.00
Liquor License – Non-Profit	\$0
Alcohol Permit	\$50.00
Street Closure Fee – for profit organizations only	\$75.00
Document Processing and Recording Fee	\$25.00 + current Marion County recording fees
Photocopy Fee per page for 8.5 x 11 (black & white)	\$0.15
Photocopy Fee per page for 8.5 x 11 (color)	\$0.30
Photocopy Fee per page for 11 x 17 (black & white)	\$0.30
Photocopy Fee per page for 11 x 17 (color)	\$0.60
Nonstandard document	Actual cost
Photo paper additional per page	\$0.60
8 GB USB flash drive	\$8.00
16-32 GB USB flash drive	\$10.00
64 GB USB flash drive	\$18.00
128 GB USB flash drive	\$32.00
Research requests up to 30 minutes	Reproduction costs only
Research requests 30 minutes and over	Reproduction costs +

# Master Fee Schedule



Type	Fee Amount
*hourly wage includes benefits	staff hourly wage*

## Building Division Fees

The final determination of valuation, occupancy, and/or construction type under any of the provisions of this order shall be made by the Building Official.

### A. Building Permits

The valuation to be used in computing the building permit and building plan review fees shall be the total value (rounded up to the nearest dollar) of all construction work for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems and any other permanent equipment. It also includes the contractor's profit which should not be omitted.

The fees for each permit shall be as set forth in Tables A-1 and A-2. Valuation will be calculated using the City's valuation table, as required by the State of Oregon, multiplied by the square footage of the structure or as stated by the applicant, whichever is greater. The cost per square foot for pole building accessory to one and two family dwellings, carports, decks and covered porches/patios shall be 50% of the valuation indicated for "Private Garages: on the City's valuation table."

<b>Building Permit Fee Valuation Table (Table A-1)</b>	
\$1 - \$2,000	\$75.00
\$2,001 - \$150,000	\$75.00 for the first \$2,000 plus \$7.80 for each additional \$1,000, or fraction thereof, to and including \$150,000
\$150,001 - \$250,000	\$1,229.40 for the first \$150,001 plus \$6.50 for each additional \$1,000, or fraction thereof
\$250,001 and above	\$1,879.40 for the first \$250,001 plus \$5.00 for each additional \$1,000, or fraction thereof

### **Building Permits – Related Fees (Table A-2)**

# Master Fee Schedule



Residential Plan Review Fee	65% of the building permit fee
Commercial Plan Review Fee	85% of the building permit fee
Fire Life & Safety Plan Review Fee	100% of the building permit fee
Reinspection Fee	\$75.00 per hour
Inspections outside normal business hours	\$97.50 per hour (minimum charge two hours)
Inspections for which no fee is specifically indicated	\$75.00 per hour (one hour minimum)
Additional Plan Review required by changes to the approved plans	\$75.00 per hour (one hour minimum)
Reissuance Fee – fee to reissue a permit that will expire by limitation and the project has not been abandoned	\$75.00
Solar Photovoltaic Systems installed using the prescriptive path described in section 305.4 of the Oregon Solar Installation Specialty Code (OSISC)	\$75.00 (includes application fee and one inspection)
Demolition Permit	\$75.00
Temporary Certificate of Occupancy	\$150.00 for Commercial/Multifamily per 30-day period \$50.00 one-time fee for 1 & 2 Family Dwellings
State Surcharge	As set by the State of Oregon
Zoning Surcharge – New or Replacement Residence	\$25.00
Zoning Surcharge – Commercial	5% of structural permit amount
Excavating grading and fill permits	Based on the valuation table A-1

## B. Mechanical Permits

The fees for each permit shall be as set forth in Table B-1, B-2 and B-3. The valuation used to determine the commercial mechanical permit fee using Table B-1 shall include the value of all mechanical materials, equipment, labor, overhead and profit.

<b>Commercial Mechanical Permit Fees (Table B-1)</b>	
<b>Commercial:</b> New, Alterations, Additions, Repairs, and Accessory Structure	
<b>Multifamily:</b> New, Alterations, Additions, Repairs, and Accessory Structures	
<b>Total Valuation</b>	<b>Permit Fee</b>
\$1 - \$2,000	\$75.00
\$2,001 - \$150,000	\$75.00 for the first \$2,000 plus \$7.80 for each additional

# Master Fee Schedule



	\$1,000, or fraction thereof, to and including \$150,000
\$150,001 and up	\$1,229.40 for the first \$150,001 plus \$6.50 each additional \$1,000, or fraction thereof
<b>1 &amp; 2 Family Mechanical Permit Fees (Table B-2)</b>	
Furnace/burner including ducts and vents	\$20.00
<b>Heaters/Stoves/Vents:</b>	
Unit Heater	\$20.00
Wood/Pellet/Gas Stove/Flue	\$20.00
Repair/alter/add to heating appliance/refrigeration unit or cooling system/absorption system	\$20.00
Evaporated cooler	\$20.00
Vent fan with one duct/appliance vent	\$20.00
Hood with exhaust and duct	\$20.00
<b>Gas Piping:</b>	
One to four outlets	\$8.00
Additional outlets	\$2.00
Air Handling Units, including ducts	\$20.00
Compressor/Absorption Systems/Heat Pump	\$20.00
<b>Miscellaneous Fees:</b>	
Domestic incinerator	\$20.00
Other Regulated Equipment	\$20.00
Minimum Permit Fee	\$75.00

<b>Other Inspections and Fees (Table B-3)</b>	
Mechanical Plan Review – when required or requested	30% of the permit fee
Reinspection Fee	\$75.00 per hour
Inspections outside of normal business hours	\$75.00 per hour (minimum charge two hours)
Inspections for which no fee is specifically indicated	\$75.00 per hour (one hour minimum)
Additional Plan Review required by changes, additions, or revisions to the approved plans	\$75.00 per hour (one hour minimum)
Investigation Fee for work done without permits = actual additional cost	As determined by Building Official

# Master Fee Schedule



of ensuring that a building, structure or system is in conformance with State Building Code requirements (in addition to permit cost)	
State Surcharge	As set by the State of Oregon
Seismic Surcharge	As set by the State of Oregon

## C. Manufactured Dwelling Placement Permits

One single permit fee is assessed to cover the placement of the manufactured dwelling, earthquake-resistant bracing system, plumbing connection including 30 feet each of sewer and water lines, electrical feeder connection, and mechanical connection. This permit does not include an electrical service.

<b>Manufactured Dwelling Placement (Table C-1)</b>	
Manufactured Home Placement Permit	\$305.00
State Surcharge	As required by the State
State Administrative Fee	As required by the State
Inspection outside of normal business hours	\$97.50 per hour (minimum charge two hours)
Investigation Fee for work done without permits = actual additional cost of ensuring that a building, structure or system is in conformance with State Building Code requirements (in addition to permit cost)	As determined by Building Official

## D. Camp and Park Permits

The fees for each permit issued for the construction, addition, or alteration of a manufactured dwelling park, recreational vehicle park, or organizational camp developed shall be calculated using the valuation of the work and Tables A-1 & A-2.

## E. Electrical Permits – Table E-1

Item	Fee	Allowed # of Inspections
<b>A. Residential Per Unit, Service Included</b>		
1,000 ft. or less	\$136.58	4
Each additional 500 ft.	\$27.31	

# Master Fee Schedule



Item	Fee	Allowed # of Inspections
Limited Energy	\$65.55	2
Manufactured Home or Modular Dwelling Service or Feeder	\$65.55	2
<b>B. Services or Feeders Installation, Alterations or Relocation (Does not include branch circuits)</b>		
200 amps or less	\$81.94	2
201 amps to 400 amps	\$98.34	2
401 amps to 600 amps	\$163.90	2
601 amps to 1,000 amps	\$213.07	2
Over 1,000 amps or volts	\$464.40	2
Reconnect only	\$65.55	1
<b>C. Temporary Services/Feeders Installation, Alternation, or Relocation</b>		
200 amps or less	\$65.55	2
201 amps to 400 amps	\$87.41	2
401 amps to 600 amps	\$125.66	2
Over 600 amps or 1,000 volts – See services or feeders section above		2
<b>D. Branch Circuits</b>		
With service or feeder fee – each branch circuit	\$4.36	2
Without service or feeder fee – first branch circuit	\$65.55	2
- each additional branch circuit	\$4.36	
<b>E. Miscellaneous (Service or Feeder Not Included)</b>		
Each pump or irrigation circle	\$65.55	2
Each sign or outline lighting	\$65.55	2
Signal circuit(s) or limited energy panel, alternation or extension	\$65.55	2
<b>F. Renewable Electrical Energy</b>		
5 kva or less	\$79.00	3
5.01 to 15 kva	\$94.00	3
15.01 to 25 kva	\$156.00	3
<b>F-1. For wind generation systems in excess of 25 kva</b>		
25.01 to 50 kva	\$204.00	3
50.01 to 100 kva	\$469.00	3



# Master Fee Schedule



Item	Fee	Allowed # of Inspections
Over 100 kva – See Services and Feeder Installation section above		3
<b>F-2. For solar generation systems in excess of 25 kva</b>		
Base fee	\$156.00	3
Each additional kva over 25 (permit fee will not increase beyond the calculation for 100 kva)	\$6.25 per kva	3
Inspections made outside of normal business hours	\$97.50 (minimum charge two hours)	
Investigation Fee for work done without permits = actual additional cost of ensuring that a building, structure or system is in conformance with State Building Code requirements (in addition to permit cost)	As determined by Building Official	
Plan Review Fee – a plan review is required for complex structures as defined by OAR Chapter 918, Division 311	25% of permit fee	
State Surcharge	As set by State of Oregon	

## F. Plumbing Permits

The fees for each permit shall be as set forth in Table F-1, F-2 and F-3.

<b>New 1 &amp; 2 Family Dwelling Plumbing Permit Fee Schedule (Table F-1)</b>	
<b>1 &amp; 2 Family Dwelling: New</b>	
One Bathroom <sup>1</sup>	\$281.26
Two Bathrooms <sup>2</sup>	\$350.00
Three Bathrooms <sup>3</sup>	\$425.00
Each additional bath/kitchen	\$75.00
Each additional 100 feet of water, sewer, or storm line	\$25.76
Additional fixtures (each)	\$16.87

<sup>1</sup> Includes one kitchen and up to 100 feet each of water, sewer, and storm lines. A “half” bath is equivalent to a single bathroom.

<sup>2</sup> Includes one kitchen and up to 100 feet each of water, sewer, and storm lines. A “half” bath is equivalent to a single bathroom.

<sup>3</sup> Includes one kitchen and up to 100 feet each of water, sewer, and storm lines. A “half” bath is equivalent to a single bathroom.

# Master Fee Schedule



<b>Multipurpose or Continuous Loop Fire Suppression System (Table F-2)</b>	
1-2,000 sq. ft.	\$125.66
2,001 – 3,600 sq. ft.	\$174.38
3,601 – 7,200 sq. ft.	\$240.39
7,201 sq. ft. or greater	\$337.64

<b>Plumbing Permit Fee Schedule (Table F-3)</b>	
Each Fixture – area drain, backflow preventer, bathtub, bidet, catch basin, clothes washer, dental unit, cuspidor, drinking fountain, floor drain, hose bib, ice maker, interceptor, laundry tub, receptor, sink, shower, trough drain, tub/shower, urinal, water closet, water heater, water softener, wet bar	\$16.87
Water line first 100 feet / each additional 100 feet	\$56.26 / \$25.76
Storm sewer first 100 feet / each additional 100 feet	\$56.26 / \$25.76
Sewer line first 100 feet / each additional 100 feet	\$56.26 / \$25.76
Medical gas installation (plan review required)	Based on valuation using Table A-1
Other fixtures or items not named above	\$16.87
Re-pipe	\$8.75 per fixture
Minimum Permit Fee	\$75.00

<b>Plumbing Permits – Related Fees (Table F-4)</b>	
Plan Review Fee – a plan review is required for Medical Gas Installations, Fire Suppression Systems, and complex structures as defined by OAR Chapter 918, Division 780	30% of permit fee
Inspections made outside of normal business hours (two hour minimum)	\$75.00 per hour
Additional inspections during normal business hours (one hour minimum)	\$75.00 per hour
Reinspection Fee	\$75.00 per hour
Investigation Fee for work done without permits = actual additional cost of ensuring that a building, structure or system is in conformance with State Building Code requirements (in addition to permit cost)	As determined by Building Official
State Surcharge	As set by the State of Oregon

# Master Fee Schedule



## Business License Fees

Type of License	Fee
Business License – 0-4 Full Time Employees, pro-rated semi-annually for businesses that did not have an active business license in the prior calendar year	\$75.00 annually
Business License – 5+ Full Time Employees, pro-rated semi-annually for businesses that did not have an active business license in the prior calendar year	\$125.00 annually
Business License Permit Fee – A fee for each Electrical, Mechanical and Plumbing permit. New residential and commercial construction permits would not qualify. Business License Fee Permit expires at the end of the calendar year issued.	\$25.00
Transient Merchant (less than 3 days)	\$100.00
Transient Merchant (90 days)	\$200.00
Transient Merchant – Mobile Food Vendor (90 days with three prepaid renewals included for one site (minimum one year lease required)	\$200.00 for the first year. Regular Business License fees apply thereafter
Street Maintenance Fee	\$250.00 annually
Transient Merchant – Non-profit (90 days)	\$0.00
Home Occupation, pro-rated semi-annually	\$50.00 annually
Tobacco Store – surcharge on business license	\$50.00 annually
Delinquent fee for unpaid license renewals (assessed February 1)	\$100.00

# Master Fee Schedule



## Finance Department

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Type	Fee Amount
Utility Deposit	\$100.00
Utility Payment Late Fee (will be assessed on the 21 <sup>st</sup> of each month)	\$10.00
Monthly Interest Charge (if account is not paid by the last day of the month)	1.5%
Administrative Fee for Delinquent Accounts (accounts not paid by 5:00 pm the day before shut-off day)	\$40.00
Processing Fee for utility customer services Exception: Vacationers gone for more than one month	\$15.00
Garden Meter Turn On	\$15.00
After Hours Fee	\$65.00
Leak Adjustment Service Fee (deducted from credit allowed per Silverton Municipal Code (SMC) 13.04.215)	\$10.00
Cut/Damaged Meter Lock Fee	\$25.00
Lien Search	\$40.00
Budget Book	\$35.00
Annual Financial Report/Audit	\$35.00
Hydrant Water Meter Deposit: Refundable Meter Deposit (Must be a State of Oregon Licensed Contractor; usage fee set by SMC as twice the residential usage rate)	\$1,300.00

## Finance Department – Water Rates

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Water charges are made up of three parts, the base charge, the dwelling unit charge, and the usage charge. The following charges are for all Residential, Commercial and Industrial users **inside** the city limits. Customers outside of the city limits are charged at 1.5 times the residential rates for both water and sewer. Effective July 1, 2024, the base charge, usage charge, flow rate, BOD rate and TSS rate will adjust every July 1 according to the CPI approved by City Council on June 18, 2018.

# Master Fee Schedule



<b>BASE CHARGE (per account based on meter size) – All Single-Family Residential inside the City</b>		
<b>Meter Size (inches)</b>	<b>Rate Effective 07/01/2022</b>	<b>Rate Effective 07/01/2023</b>
1 inch and smaller	\$20.84	\$21.88
1 ½	\$69.45	\$72.92
2	\$111.11	\$116.67
3	\$222.22	\$233.33
4	\$347.20	\$364.56

<b>BASE CHARGE (per account based on meter size) – All Multi-Family Residential, Commercial, and Industrial inside the City</b>		
<b>Meter Size (inches)</b>	<b>Rate Effective 07/01/2022</b>	<b>Rate Effective 07/01/2023</b>
5/8 & 3/4	\$20.84	\$21.88
1	\$34.72	\$36.46
1 ½	\$69.45	\$72.92
2	\$111.11	\$116.67
3	\$222.22	\$233.33
4	\$347.20	\$364.56

<b>Fixed Cost Per Billing Unit</b>	
<b>Rate Effective 07/01/2022</b>	<b>Rate Effective 07/01/2023</b>
\$5.41	\$5.68

<b>Usage Charge (per 100 cubic feet)</b>	
<b>Rate Effective 07/01/2022</b>	<b>Rate Effective 07/01/2023</b>
\$3.53	\$3.71

# Master Fee Schedule



## Finance Department – Sewer Rates

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Sewer charges are made up of two parts, the base charge and a usage charge. The base charge is a monthly flat fee and shall be the greater rate based on number of units or the meter equivalent. Effective July 1, 2024, the base charge, usage charge, flow rate, BOD rate and TSS rate will adjust every July 1 according to the CPI approved by City Council on June 18, 2018.

### Sewer Usage Charge

Winter averaging for residential users who do not opt out of averaging shall be based on the user's average monthly water consumption using the billed usage for the previous months of November, December, January, February, March and April. In the case where water service has been turned off for not more than two months during the six month period, the four remaining months of usage shall be used for calculating the average. Residential sewer users not having a previous consumption for at least four of the months called for herein shall have their sewer consumption determined by administrative policy.

Users electing to opt out of winter averaging will have their sewer bill calculated based on actual water consumption each month. An election to opt out of winter averaging must be communicated in writing to the Finance Department before April 30 each year. After April 30 each year, a user's election cannot be changed and remains in effect for 12 months. An election to opt out of winter averaging is permanent and remains in effect until a user opts back into winter averaging prior to April 30 of any given year. An election to either opt in or out of winter averaging is effective in May following the election.

Residential users not having metered water service shall be billed based on a City wide average usage for residential customers. All rates for utility customers located outside the city limits will be billed at 1.5 times the rates listed below.

<b>BASE CHARGE – Residential base rate per unit inside the City</b>		
<b>Class</b>	<b>Rate Effective 07/01/2022</b>	<b>Rate Effective 07/01/2023</b>
Residential	\$28.49	\$29.91

# Master Fee Schedule



<b>BASE CHARGE – Commercial I, Commercial II, Commercial III, Commercial IV and Industrial based on Meter Equivalent inside the City</b>			
<b>Meter Size (inches)</b>	<b>Meter Equivalent Factor</b>	<b>Rate Effective 07/01/2022</b>	<b>Rate Effective 07/01/2023</b>
5/8 & 3/4	1	\$28.49	\$29.91
1	2.5	\$71.23	\$74.78
1 ½	5	\$142.45	\$149.55
2	8	\$227.92	\$239.28
3	15	\$427.35	\$448.65
4	25	\$712.25	\$747.75
6	50	\$1,424.50	\$1,495.50

<b>Usage Charge per 100 cubic feet of usage</b>		
<b>Class</b>	<b>Rate Effective 07/01/2022</b>	<b>Rate Effective 07/01/2023</b>
Residential	\$7.88	\$8.25
Commercial I	\$7.88	\$8.25
Commercial II	\$9.44	\$9.88
Commercial III	\$11.19	\$11.71

<b>All Commercial IV and Industrial inside the City</b>	
<b>Rate Effective 07/01/2022</b>	<b>Rate Effective 07/01/2023</b>
Flow - \$5.90/ccf	Flow - \$6.18/ccf
BOD - \$0.74/lb	BOD - \$0.80/lb
TSS - \$0.74/lb	TSS - \$0.80/lb

# Master Fee Schedule



## Finance Department – Improvement Fees

All improvement fees will adjust every July 1 according to the CPI approved by City Council on June 18, 2018. Improvement fees are collected on the monthly utility bills and help pay for the following:

**Parks Fee:** construction, operation and/or maintenance of park and marine properties owned or controlled by the City.

**Stormwater Fee:** planning, management, construction, preservation, maintenance and where necessary, alteration of the City’s stormwater system.

**Street Maintenance Fee:** planning, management, construction, preservation, maintenance and where necessary, alteration of city owned or controlled streets as a way to supplement other sources of revenue for those purposes.

<b>Parks Fee</b>	
Single Family Residential Developed Property, an accessory dwelling unit and single occupant Nonresidential Developed Property shall each be treated as one (1) Billing Unit for purposes of calculating this fee.	\$1.78
Multi-family Residential Property, including but not limited to duplexes, apartment buildings, manufactured home parks and manufactured home subdivisions, shall be calculated by assuming that each separate Living Unit shall be counted and billed as one (1) Billing Unit. For example the monthly fee for a 20 unit apartment complex would be 20 times the monthly fee.	\$1.78
Multi-tenant commercial or industrial properties, each tenant having a distinct and separate business or living unit shall be treated and charged as one (1) Billing Unit. For example the monthly fee for a retail shopping center with 10 distinct businesses would be 10 times the monthly fee.	\$1.78
A motel, hotel or resort shall be calculated by assuming each room is part of the same Nonresidential Developed Property and shall be billed as one (1) Billing Unit. B&B’s are included in this definition.	\$1.78
Institutional uses such as churches, schools and hospitals shall be billed as one (1) Billing Unit for each campus provided each structure on the particular campus is being used for institutional purposes and not leased or rented to any third party. Structures leased or rented to any third party will be billed as a separate Billing Unit to the Responsible Party. Transitional housing units shall not be counted as a billing unit.	\$1.78



# Master Fee Schedule



<b>Stormwater Fee</b>	
The Responsible party for each Developed Property shall be billed the Stormwater Fee equal to the amount of Impervious Surface on the Developed Property under their ownership, occupancy or control divided by one (1) EDU. One (1) EDU is 3,121 square feet.	\$8.25 based on impervious surface

<b>Street Maintenance Fee</b>	
Single Family Residential Developed Property, an accessory dwelling unit and single occupant Nonresidential Developed Property shall each be treated as one (1) Billing Unit for the purpose of calculating this fee.	\$10.61
Multi-family Residential Property, including but not limited to duplexes, apartment buildings, manufactured home parks and manufactured home subdivisions, shall be calculated by assuming that each separate Living Unit shall be counted and billed as one (1) Billing Unit. For example, the monthly fee for a 20 unit apartment complex would be 20 times the monthly fee.	\$10.61
Multi-tenant commercial or industrial properties, each tenant having a distinct and separate business or living unit shall be treated and charged as one (1) Billing Unit. For example, the monthly fee for a retail shopping center with 10 distinct businesses would be 10 times the monthly fee.	\$10.61
A motel, hotel or resort shall be calculated by assuming each room is part of the same Nonresidential Developed Property and shall be billed as one (1) Billing Unit. B&B's are included in this definition.	\$10.61
Institutional uses such as churches, schools and hospitals shall be billed as one (1) Billing Unit for each campus provided each structure on the particular campus is being used for institutional purposes and not leased or rented to any third party. Structures leased or rented to any third party will be billed as a separate Billing Unit to the Responsible Party. Transitional housing units shall not be counted as a billing unit.	\$10.61

## Municipal Court Fees

Type	Fee Amount
Payment Agreement Fee (waived if account is paid within 30 days)	\$25.00
Suspension Fee	\$15.00
Court Collection Fee (maximum \$250.00)	25%
Reinstatement Fee	\$20.00
Fail to Appear Fee	\$25.00

# Master Fee Schedule



Type	Fee Amount
Fail to Pay per Payment Agreement	\$35.00
Correctable Violation	\$50.00

## Planning Department Fees

Type	Fee
Adjustment Application	\$550.00
<b>Annexations:</b>	
Minor – Less than two (2) acres	\$2,750.00
Major – Two (2) or more acres: or if it involves more than one (1) property	\$2,750.00 plus \$55.00 per acre for every acre over five (5) acres
Comprehensive Plan Amendment Application	\$2,750.00
Conditional Use Application	\$1,100.00
<b>Design Review:</b>	
New Construction	\$825.00
Addition	\$550.00
Public Hearing Required	\$1,100.00
Parking Lot Only	\$550.00
With Traffic Analysis – performed by City’s Traffic Engineer	\$350.00 (plus actual cost of the Traffic Analysis)
Land Use Approval Extension Application	\$300.00
Historic Design Review Application	\$50.00
<b>Modification:</b>	
Minor	\$400.00
Major	\$550.00
<b>Partition:</b>	
Minor	\$550.00

# Master Fee Schedule



Type	Fee
Major	\$825.00
Final Plat Approval	\$350.00
Property Line Adjustment	\$550.00
<b>Planned Unit Development:</b>	
Without Traffic Analysis	\$2,750.00 (\$27.50 per lot)
With Traffic Analysis – performed by City’s Traffic Engineer	\$3,500.00 (plus \$27.50 per lot and actual cost of Traffic Engineer review)
With Traffic Analysis – performed by the Professional Engineer	\$3,500.00 (plus \$27.50 per lot and actual cost of City’s Traffic Engineer review)
Final Plat Approval	\$660.00
<b>Subdivision:</b>	
Without Traffic Analysis	\$2,750.00
With Traffic Analysis – performed by City’s Traffic Engineer	\$3,500.00 (plus \$27.50 per lot and actual cost of Traffic Engineer review)
With Traffic Analysis – performed by the Professional Engineer	\$3,500.00 (plus \$27.50 per lot and actual cost of City’s Traffic Engineer review)
Final Plat Approval	\$660.00
Variance Application	\$725.00
Zone Map or Text Change Application	\$2,750.00
Appeal of a Land Use Decision Application	\$500.00
Code Interpretation Application	\$100.00
Floodplain Development Permit	\$300.00
Formal Pre-Application Process	\$300.00
Outdoor Seating Permit	\$50.00
Sign Posting Deposit – Agreement to pay for sign if not returned at conclusion of land use action	\$300.00
Street Vacation	\$725.00

# Master Fee Schedule



Type	Fee
Temporary Sales Office/Model Home Application	\$100.00
Temporary Building/Trailer/Structure	\$100.00
City Master and Comprehensive Plans	\$35.00

## Police Fees

Type	Fee Amount
Finger Print Fee	\$15.00
Police Reports and Incident Reports *\$15.00 for the first 10 double-sided pages and \$0.15 per side for each additional page	\$15.00*
Impounded Vehicle Release Fee	\$100.00

## Public Works Fees

Type	Fee Amount
<b>Public Utility Permit:</b>	
New or Replacement Water, Sanitary Sewer or Storm Sewer Construction Permit	\$125.00 per type
Utility Service Tapping Fees (taps are performed by City staff)	\$275.00
<b>Sidewalk, Driveway or Curbing Permit:</b>	
New or Replacement Construction Permit	\$88.00 per type
<b>Street Cut:</b>	
Existing Surfaced Street Cut and Repair Permit Fee	\$183.00
<b>Septage Disposal:</b>	
Per Load Toxicity Testing Fee (Must be a State of Oregon Licensed Septage Hauler)	\$20.00
Septage Usage Fee (minimum fee is \$50.00)	\$0.18 per gallon
<b>Public Improvement Development Engineering Services:</b>	

# Master Fee Schedule



Type	Fee Amount
Percentage of City approved Engineer's final cost estimate (2.5% Inspection Fee for first and second inspections; 2.5% Technical Plan Review Fee for first and second technical plan reviews)	5%
<b>Public Improvement Additional Design Review Fee:</b>	
Additional Technical Plan Review Fee for each plan review beyond the second review (one hour minimum)	\$75.00 per hour
<b>Public Improvement Re-Inspection Fee:</b>	
Additional Inspection Fee for each inspection beyond the second inspection (one hour minimum)	\$75.00 per hour
<b>Engineering Copies:</b>	
Per 18" x 24" copy	\$3.00
Per 24" x 36" copy	\$4.00
Per 36" x 48" copy	\$5.00

Facility Fees	Rental Rate	Deposit
<b>Community Center:</b>		
Category One: Events sponsored by the City of Silverton or a non-profit Sublessee of the Community Center	\$0.00	\$0.00
Category Two: Includes civic, non-profit and community service organizations	\$10.00 per hour	\$350.00
Category Three: Events held by for profit, private organizations, including meetings, events, seminars and classes	\$25.00 per hour	\$350.00
<b>Coolidge McClaine Park:</b>		
Pavilion only	\$200.00 per day	\$50.00
Pavilion with kitchen	\$400.00 per day	\$350.00
<b>Other Facility Use Fees:</b>		
Special Event Permit Fee (Fee waived for non-profit organizations in the City of Silverton and events under 100 participates)	\$50.00	

## Stopping, Standing, and Parking Fees

# Master Fee Schedule



Fee / Violation	Fee Amount
Loading Zone Use Restriction Violations (SMC 10.08.024(C))	\$50.00 for each violation and for every 2 hours on the same date
Meter Hoods (SMC 10.08.033)	\$25.00 deposit per hood \$5.00 daily fee per hood
Parking methods authorized violation must be no more than 12 inches from curb, in direction of traffic (SMC 10.08.021)	\$10.00 for first offense
Meters – Legal Time Limit (SMC 10.08.030)	\$10.00 first offense (meter expired) \$10.00 (2 hour meter violation) \$25.00 after second offense (4 hours at same 2 hour meter after initial violation) \$50.00 after third violation (6 hours at same 2 hour meter after first and second cite issued)
Parking Space Markings (SMC 10.08.050)	\$10.00 first offense for vehicle over space (across marked parking space) \$10.00 for first offense not parked in a parking space
Logging and other large vehicles parked in excess of two (2) hours (SMC 10.08.190)	\$50.00 first offense
Street Sweeping (SMC 10.08.300)	\$10.00 for first offense (failure to move vehicle) \$25.00 for second offense \$50.00 for third offense
Violation Notice Form Penalties (SMC 10.08.210(B))	\$25.00 additional fine for late payment (14 days after issuance) \$50.00 additional fine for late payment (29 days after issuance)
Violation Failure to Pay Fine (SMC 10.08.220)	\$50.00 administrative fee (Boot Fee) in addition to payment of all outstanding fines owed to the City
Non-payment of Parking Fines	\$25.00 collection fee for all non-paid parking fines sent to collections
Parking permits for on-street and the Lewis Street Parking Lot (see Attachment 1	\$20.00 per month for downtown employees

# Master Fee Schedule



Fee / Violation	Fee Amount
for a map)	\$0.00 for downtown residents
Silverton Marine Park	<u>Day Use</u>
	Personal Vehicle: \$5.00
	Vehicle with Trailer: \$5.00
	Bus: \$5.00
	<u>Annual Pass</u>
	Silverton Resident: \$30.00
	Silverton Resident-Senior (over 60): \$25.00
Non-Resident: \$40.00	
Non-Resident- Senior (over 60): \$35.00	
Permit Replacement Fee	\$10.00

## System Development Charges (SDC's)

SDCs are one-time charges for new development – designed to recover the costs of infrastructure capacity needed to serve new development. Based on Oregon State Statute (ORS 223.304), the charges are broken down into three components: 1) reimbursement to recover existing facility capacity available for growth; 2) improvement to recover planned capacity improvements for growth; and 3) administration to recover direct costs.

All SDC fees will be adjusted annually on July 1 to account for changes in the costs acquiring and constructing facilities. The adjustment factor is based on the change in construction costs according to the Engineering News Record (ENR) Northwest (Seattle, Washington) Construction Cost Index (CCI).

# Master Fee Schedule



## Water SDCs

Meter Size	Reimbursement Fee	Improvement & Administrative Fee	Total
3/4"	\$1,357	\$6,928	\$8,285
1"	\$2,261	\$11,547	\$13,808
1.5"	\$4,522	\$23,095	\$27,617
2"	\$7,235	\$36,952	\$44,187
3"	\$13,566	\$69,284	\$82,850
4"	\$22,611	\$115,473	\$138,084
6"	\$45,221	\$230,946	\$276,167
8"	\$72,354	\$369,513	\$441,867

## Wastewater SDCs

Meter Size	Reimbursement Fee	Improvement & Administrative Fee	Total
5/8" & 3/4"	\$1,517	\$3,136	\$4,653
1"	\$2,529	\$5,227	\$7,756
1.5"	\$5,058	\$10,454	\$15,512
2"	\$8,093	\$16,725	\$24,818
3"	\$16,185	\$33,452	\$49,637
4"	\$25,290	\$52,268	\$77,558
6"	\$50,579	\$104,536	\$155,115
8"	\$80,927	\$167,258	\$248,185
10"	\$126,448	\$261,341	\$387,789
12"	\$218,502	\$451,597	\$670,099



# Master Fee Schedule



## Stormwater SDCs

Meter Size	Reimbursement Fee	Improvement & Administrative Fee	Total
Per EDU	\$457	\$420	\$877
Per sq. ft.	\$0.1464	\$0.1267	\$0.2731

## Parks SDCs

Customer Classification	Number of Dwelling Units	Reimbursement Fee	Improvement Fee	Total
Detached Single Family	1	\$0	\$6,240	\$6,240
Mobil/Manufactured	1	\$0	\$6,240	\$6,240
Multi Family \$/dwelling unit	1	\$0	\$3,880	\$3,880
Duplex	2	\$0	\$7,760	\$7,760
Tri-plex	3	\$0	\$11,640	\$11,640
Four-plex	4	\$0	\$15,520	\$15,520
Apartment Complex	*	*	*	*
Condominium Complex	*	*	*	*
Retirement/Assisted Living	*	*	*	*
Business - \$/FTE	-	\$	\$83	\$83

\* Multiply the number of dwelling units by the corresponding detached multi-family per dwelling fee component.

# Master Fee Schedule



**Transportation SDCs**

<b>Land Use*</b>	<b>Improvement Fee</b>	<b>Reimbursement Fee</b>	<b>Compliance</b>	<b>Total</b>
Single Family Detached Housing	\$2948	\$633	\$179	\$3,760
Apartment	\$1,828	\$392	\$111	\$2,331
General Office Building	\$4,393	\$943	\$267	\$5,602
General Light Industrial	\$2,860	\$614	\$174	\$3,647
High-Turnover (sit down restaurant)	\$11,543	\$2,478	\$701	\$14,722

\*These are the most common land-use applications; see Attachment 2 for a complete list of ITE codes.