

RESOLUTION NO. 2050

A RESOLUTION OF THE CITY OF WILSONVILLE ADOPTING A NEW FEE SCHEDULE FOR LAND USE DEVELOPMENT AND PLANNING REVIEW FEES, AND REPEALING RESOLUTION NO. 1719.

WHEREAS, the Wilsonville City Council finds it necessary and reasonable to establish fees for the purpose of defraying actual costs for Land Use and Development Planning reviews; and

WHEREAS, as set forth in the staff report of December 28, 2006 attached as Exhibit "B", Planning and Community Development Staff completed an analysis of costs and fees and services, and based on that analysis developed a schedule of fees; and

WHEREAS, the proposed fee increase was presented to the Wilsonville Chamber of Commerce Government Affairs Committee (GAC) on April 4, 2007; and

WHEREAS, a public forum for the development community was held on February 22, 2007, comments from the forum are attached as Exhibit "C"; and

WHEREAS, the Wilsonville City Council finds that Oregon state law allows the City to recover its actual costs; and

WHEREAS, Land Use Development fees associated with development (those that are project driven and benefit a specific party) were last increased in 2001 (Resolution No. 1719); and

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

Section 1. The City Council finds the proposed recovery of administrative costs for planning review and land use development services are actual, reasonable and necessary, therefore, the Planning fees are hereby established as set out in Exhibit "A", which is attached to this resolution and incorporated by reference as if fully set forth herein.

Section 2. The fee schedule as proposed shall become effective on July 1, 2007 in order to allow time for data entry into the EDEN System, through which all

applications and fees are processed. These fees may be adjusted annually to reflect the increase in the Portland/Salem area consumer price index.

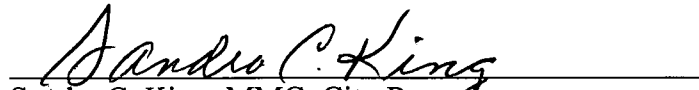
Section 3. Resolution No. 1719 is hereby repealed.

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 7th day of May, 2007, and filed with the Wilsonville City Recorder this date.



CHARLOTTE LEHAN, MAYOR

ATTEST:


Sandra C. King, MMC, City Recorder

SUMMARY OF VOTES:

Mayor Lehan	Yes
Councilor Kirk	Yes
Councilor Knapp	Yes
Councilor Núñez	Excused
Councilor Ripple	Yes

Fee Type	Fee, old (current)	Fee, proposed (60%)
Administrative Review		
Class I	\$100	\$160
Class II	\$350	\$560
Annexation		
	\$1,500 + Metro annexation fee	\$2400 + Metro annexation fee
	Single tax lot less than 1 acre: \$150	Single tax lot less than 1 acre: \$150
	One to 5 acre: \$250	One to 5 acre: \$250
	Five to 40 acres: \$300	Five to 40 acres: \$300
	More than 40 acres: \$400	More than 40 acres: \$400
Appeals		
Administrative Decision or Interpretation	\$250	\$400
DRB or Planning Commission Action <input type="checkbox"/>	\$500	\$800
Referee Decision (expedited land division)	\$600	\$960
Architectural Review (Villebois)		
Single Family	\$200	\$320
Multi-family per Unit	\$0 (inadvertantly omitted; \$50)	\$80
Change of non-conforming use	\$350	\$560
Comprehensive Plan Amendment		
Legislative text	\$2,000 + \$1,700 if BM56 notice required	\$3200 + \$2720 if BM 56 notice is required
Legislative map	\$2,000 + \$1,700 if BM56 notice required	\$3200 + \$2720 if BM 56 notice is required
Quasi-judicial map	\$1,500 + \$1,700 if BM56 notice is required	\$2400 + \$2720 if BM 56 notice is required

Resolution 2050

Note: Each fee component stands alone and may require multiple components.

Fee Type	Fee, old (current)	Fee, proposed (60%)
Conditional Use Permit	\$1,200	\$1,920
Conditional Use Permit (Greenway)		
Accessory use to SFD	\$350	\$560
All others	\$1,200	\$1,920
Expedited Land Division (Villebois)	Double the regular fee	Double the regular fee
Expedited Land Division under ORS 197	\$600 + \$10/lot	\$960 + \$16/lot
Fee to create property owner list: 250 feet for notification		
	\$100	\$160
Final Plat Review		
Partition	\$250	\$160
Subdivision	\$400	\$640
Parks Plan Review Fee	\$0	\$500 (new fee)

Note: Each fee component stands alone and may require multiple components.

Fee Type	Fee, old (current)	Fee, proposed (60%)
Planned Unit Development		
(Stage 1)		
Residential	\$800	\$1,280
Commercial	\$800	\$1,280
Industrial	\$800	\$1,280
Public	\$800	\$1,280
Villebois SAP (Per Resolution 1896)	\$1,200	\$1,920
Villebois SAP Modification	\$800	\$1,280
(Stage 2)		
Residential	\$1200 + \$150/net acre for all sites > 5 acres + \$10/unit	Base fee \$1920; Plus \$240/net acre for all sites > 2 acres; Plus \$16/unit
Commercial	\$1200 + \$150/net acre for all sites > 1 acres + \$0.0150/sq.ft. for all bldgs > 5000 sq. ft.	Base fee \$1920; Plus \$240/net acre for all sites > 1 acre; Plus \$0.024/sq. ft. for all bldgs > 5000 sq. ft.
Industrial	\$1200 + \$150/net acre for all sites > 5 acres + \$0.0150/sq. ft. for all bldgs > 10000 sq. ft.	Base fee \$1920; Plus \$240/net acre for all sites > 2 acres; Plus \$0.024/sq. ft. for all bldgs > 10,000 sq. ft.
Public	\$1200 + \$150/net acre for all sites > 10 acres + \$0.0150/sq. ft. for all bldgs > 25000 sq. ft.	Base fee \$1920; Plus \$240/net acre for all sites > 5 acres; Plus \$0.024/sq. ft for all bldgs > 25,000 sq. ft.
Villebois PDP	\$1200 + \$150/net acre for all sites > 5 acres + \$10/unit	Base fee \$1920; Plus \$240/net acre for all sites > 2 acres; Plus \$16/unit
PDP Modification	\$1,200	
Minor		\$1,920
Major		\$2,700

Note: Each fee component stands alone and may require multiple components.

Fee Type	Fee, old (current)	Fee, proposed (60%)
Mixed use Bldgs	\$1200 + acreage rate based on acreage formula of the predominant use + building/unit component calculated based on the formula for the component, i.e. commercial space at \$0.0150/sq ft over 5000 sq. ft and residential units x \$10/unit for a composite fee	Base fee \$1920; Plus acreage rate based on acreage formula of the predominant use; Plus building/unit component calculated based on the formula for the component, e.g.. commercial space at \$0.024/sq ft. over 5,000 sq. ft Plus residential units x \$16 /unit for a composite fee
Preapplication Conference		
Residential	\$100	
< 50 lots/units		\$160
= to or > 50 lots/units		\$320
Others	\$250	
Single bldg, < 100,000 sq. ft.		\$400
All others		\$640
Requested transcript of meeting will be billed to the applicant at the City's current transcription service rate		
Reinspection fee - when applicant fails to pass initial planning inspection	Billed at hourly staff rate	Billed at hourly staff rate
Request for special meeting		
Staff	\$150/hour	\$240
DRB or Planning Commission	\$600	\$960
City Council	\$1,200	\$1,920

Note: Each fee component stands alone and may require multiple components.

Fee Type	Fee, old (current)	Fee, proposed (60%)
Request for Time Extension		
Administrative	\$50	\$80
DRB Review: First Extension	\$250	\$400
DRB Review: Second Extension		\$800
DRB Review: Third Extension		\$1,600
Request to Modify Conditions of Approval		
Administrative	\$250	\$400
DRB Review	\$600	\$960
City Council	\$600	\$960
Review of Bldg Permit Application		
	\$100	\$100
All other Residential	\$100	\$160
All other	\$300 or 0.004% of value of bldg, whichever is greater, NTE \$7,500	\$480 or 0.0064% of value of bldg, whichever is greater, not to exceed \$12,000
SROZ Review		
Verification of Boundary		
Abbreviated	\$50	\$80
Standard	\$100	\$160
SRIR Review		
Abbreviated	\$300	\$480
Standard	\$750	\$1,200
Review Mitigation Monitoring Report		
	\$75	\$120
Sign Permit (except Temp. Signs)		
Administrative	\$100	\$160
DRB review	\$250	\$400
Master sign program permit	\$600	\$960
Site Design Review		
	\$800	\$1,280

Note: Each fee component stands alone and may require multiple components.

Fee Type	Fee, old (current)	Fee, proposed (60%)
Staff Interpretation (written)		

Note: Each fee component stands alone and may require multiple components.

Fee Type	Fee, old (current)	Fee, proposed (60%)
Without public notice (including zone compliance letter)	\$100	\$160
With public notice	\$350	\$560
Street Vacation	\$1,200	\$1,920
Temporary Use Permit		
< 15 days	\$50	\$80
15 - 30 days	\$100	\$160
31-60 days	\$100	\$160
61-120 days	\$500	\$800
121 - 365 days	\$500	\$800
Tentative Plat Review		

Note: Each fee component stands alone and may require multiple components.

Fee Type	Fee, old (current)	Fee, proposed (60%)
Partition		
Administrative Review	\$350	\$560
DRB Review	\$800	\$1,280
Subdivision		
Residential	\$800 + \$150/net acre for all sites > 5 acres + \$10/lot	Base fee \$1280 Plus \$240/net acre for all sites > 2 acres Plus \$16/lot
Commercial	\$800 + \$150/net acre for all sites > 1 acre + \$0.0150 for all bldgs > 10,000 sq.ft.	Base fee \$1280 Plus \$240/net acre for all sites > 1 acre Plus \$16/lot
Industrial	\$800 + \$150/net acre for all sites > 10 acres + \$0.0150 for all bldgs > 25,000 sq. ft.	Base fee \$1280 Plus \$240/net acre for all sites > 5 acres Plus \$16/lot
Public	\$800 + \$150/net acre for all sites > 10 acres + \$0.0150 for all bldgs > 25,000 sq. ft.	Base fee \$1280 Plus \$240/net acre for all sites > 10 acres Plus \$16/lot
Tree Permit		
Type A (3 or fewer trees)	\$10	\$16
Type B		
4 - 10 trees	\$50 + \$5/tree to be removed	\$80 + \$8/tree to be removed
11 - 25 trees	\$75 + \$5 /tree to be removed	\$120 + \$8/tree to be removed
26 or more trees	\$100 + \$5/tree to be removed	\$160 + \$8/tree to be removed
Type C		
4 - 10 trees	\$50 + \$5/tree to be removed	\$80 + \$8/tree to be removed
11 - 25 trees	\$75 + \$5 /tree to be removed	\$120 + \$8/tree to be removed
26 or more trees	\$100 + \$5/tree to be removed	\$160 + \$8/tree to be removed
Type D	\$500	\$800
Type C Tree Removal Plan		
DRB Review	\$350	\$560
Variance		

Note: Each fee component stands alone and may require multiple components.

Fee Type	Fee, old (current)	Fee, proposed (60%)
Administrative	\$350	\$560
DRB Review	\$1,200	\$1,920
Waiver (per waiver)	\$100	\$160
Villebois Expedited Review	Double applicable fee	Double applicable fee
Villebois FDP	800	\$1,280
Zone Change		
Legislative text	\$1,200 + \$1,700 if BM56 notice required	\$1920 + \$2720 if BM 56 notice is required
Legislative Map	\$1,200 + \$1,700 if BM56 notice required	\$1920 + \$2720 if BM 56 notice is required
Quasi-judicial Map	\$800	\$1,280
Temporary Use Permit & Signage		

Note: Each fee component stands alone and may require multiple components.

**Planning Division
 Adopted Fee Revisions
 Effective July 1, 2007**

Fee Type	Fee, old (current)	Fee, proposed (60%)
Limitations		
Exempt: 57 hours/week; Weekend (and Tuesday) Signs: limited locations	\$0	\$0
Exempt: < or = 10 days in 30 day period; Temporary Sales:1 sign max; 6 sf max <=30" tall	\$0	\$0
Class 1: <15 days; signs and commonly associated (but not substantial) structures allowed	\$50	\$80
Class 1:>1 day and<+28 days;grand opening only	\$100	\$160
Class 1: >=15 days and <= 30 days 2 signs max; combined total all signs max, 24sf with Temporary Use Permit	\$100	\$160
Class 2: >=31 days and <=60 days; 2 signs max, combined total all signs 24sf max, and no max ht, or, same, plus 20ft max ht.	\$100	\$160
Class 2: >=61 days and <=120 days; 2 signs max, combined total all signs 24sf max, and 20ft max ht, plus other considerations	\$500	\$800
Class 3:DRB Hearing required>120 days and<1 yr	\$500	\$800
Class 1 or 2 discretionary; if previously approved Master Sign Plan exists	\$100 or \$500	\$160 or \$800

Note: Each fee component stands alone and may require multiple components.

King, Sandy

From: Hartill, Sally
Sent: Wednesday, May 30, 2007 2:44 PM
To: King, Sandy
Cc: Young, Sandi
Subject: scribner's errors

Resolution No. 2050.

In working in getting the new fees entered into Eden, I have come across three scribner errors on Exhibit A, Fee, proposed (60%) column that need to be corrected:

Page 2 of 5: Villebois PDP: should read **\$16/ unit** – rather than \$16/ lot
Page 5 of 5: Zone Change: change the \$3200 to **\$1920** on the first part of both the Legislative Text and Legislative Map fee

Thanks Sandy.

Sally Hartill
Project Coordinator
City of Wilsonville
29799 SW Town Center Lp. E. Wilsonville. OR 97070
Ph: 503 570-1575; email: hartill@ci.wilsonville.or.us;

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Michael Bowers
Community Development Director
City of Wilsonville, OR
(503) 570-1562

28 December 2006

ISSUE

The City of Wilsonville determined in 2005 that the General Fund (GF) should not "subsidize" Community Development. This paper discusses options and recommendations to remove General Fund support from the Planning Department by raising permit fees in order to become a self-sustaining entity.

BACKGROUND

The Planning Director and Community Development Director proposed a 123% increase in Planning Fees to the City Council in June 2006. While a 60% increase in planning fees was considered in the short term, it was decided by Council to put this decision on hold awaiting the results of a police/library/parks maintenance levy to be decided by voters in the November 2006 election, potentially adding resources to the City's General Fund.

DISCUSSION

The Fiscal Year (FY) 2006-2007 City Budget programmed \$843,000 in expenses for Planning Department, estimating \$155,000 revenue from Urban Renewal/Grants and \$308,000 from permits. This left \$380,000 to be funded by the General Fund. In other words, 36.5% of Planning's current FY budget is funded by permit revenue and this number should be raised to nearly 82% of anticipated Planning Department expenses to eliminate GF support.

Enclosure (1) indicates that the amount of Planning Department expenses covered by permit revenue has been averaging about 37-38% over the most recent four fiscal years including this FY. Further, enclosure (2) indicates that current revenue projections based on actual permit funds generated through November 2006 show that the Planning Department needs to generate \$357,000 additional revenue to avoid tapping into the GF, therefore, a 125% fee increase is supportable based on revenue to date and four fiscal years of permit resource data.

Staffing in Planning is expected to remain fairly stable based on enclosure (3). The most recent increase of one FTE in 2005/06 as an assistant Planner/Code Enforcement Officer with no additional staff over the next two years should sustain the projected Planning workload.

Enclosure (4) indicates how Wilsonville's proposed 125% planning fee increase compares to a brief regional average of current rates. This is an abbreviated chart which indicates those fees that have comparable processes/items at other cities. In general, this one-page summary shows that a 125% increase in Wilsonville's current fee structure is reasonable when compared to nearby city/county fees for like items. It is also important to note that six planning fees indicated in bold on this spreadsheet make up the largest workload and revenue potential for the Planning Department – most of which will remain lower than region averages even after the 125% increase. An extended, more comprehensive version of this comparison has also been provided as enclosure (5). Enclosure (5) lists all of Wilsonville's planning fees and the new rates given a 60% increase vice a 125% fee increase.

Additional consideration in deciding what level of fee increase is appropriate for Planning permits should include the fact that the General Fund will likely be subject to increasing fiscal pressure given the recent levy failure and the fact that the City's expanding infrastructure will require a greater level of Public Works maintenance effort than in the past due to the size and age of roads, parks and utilities.

OPTIONS

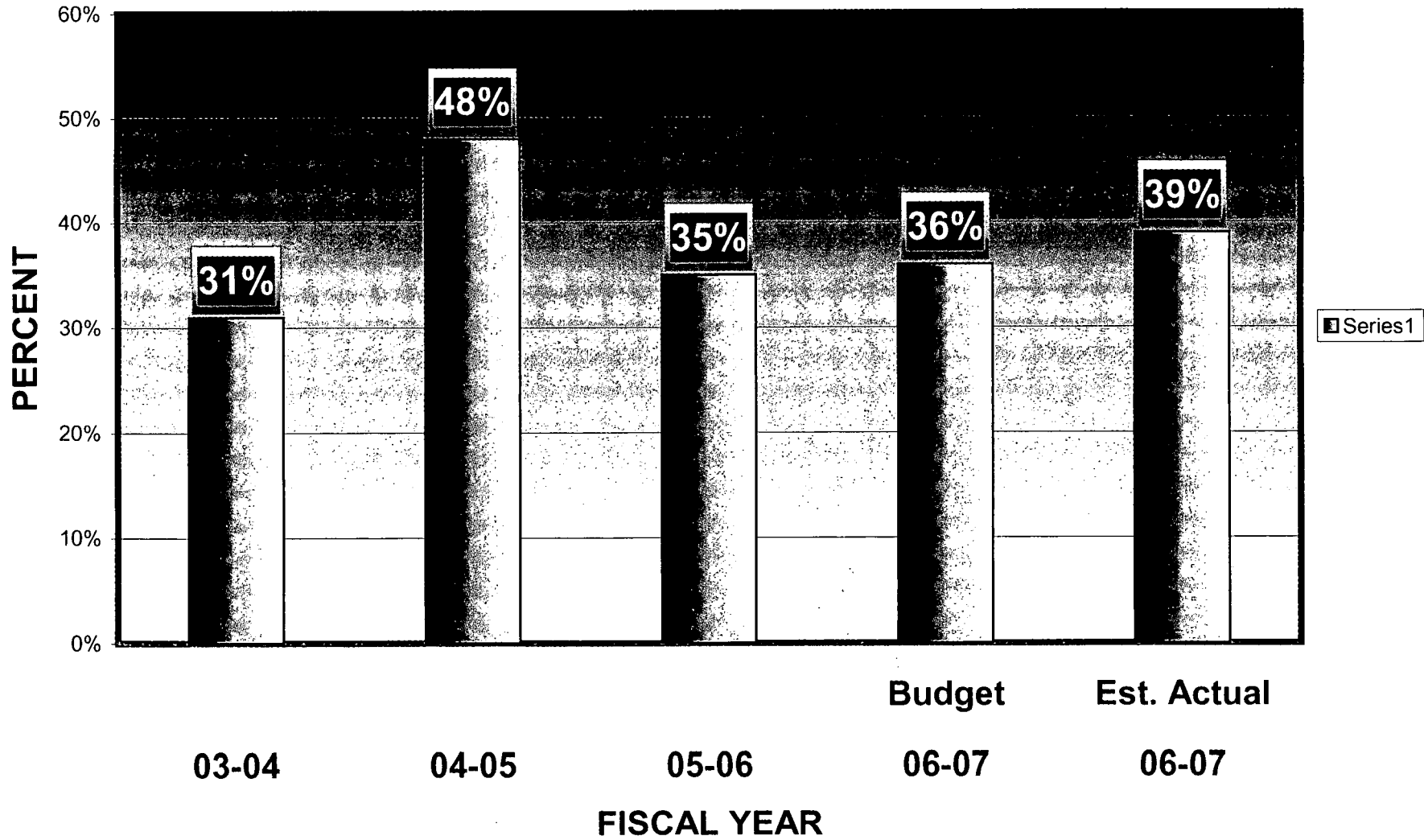
- Leave Current Planning Fees Unchanged.
- Raise Planning Fees to the Recommended 125% level.
- Raise Planning Fees by 60% Increase now – reevaluate in 1 year.
- Phase-in the 125% Increase (60% now, raise by another 41% next year).

RECOMMENDATION

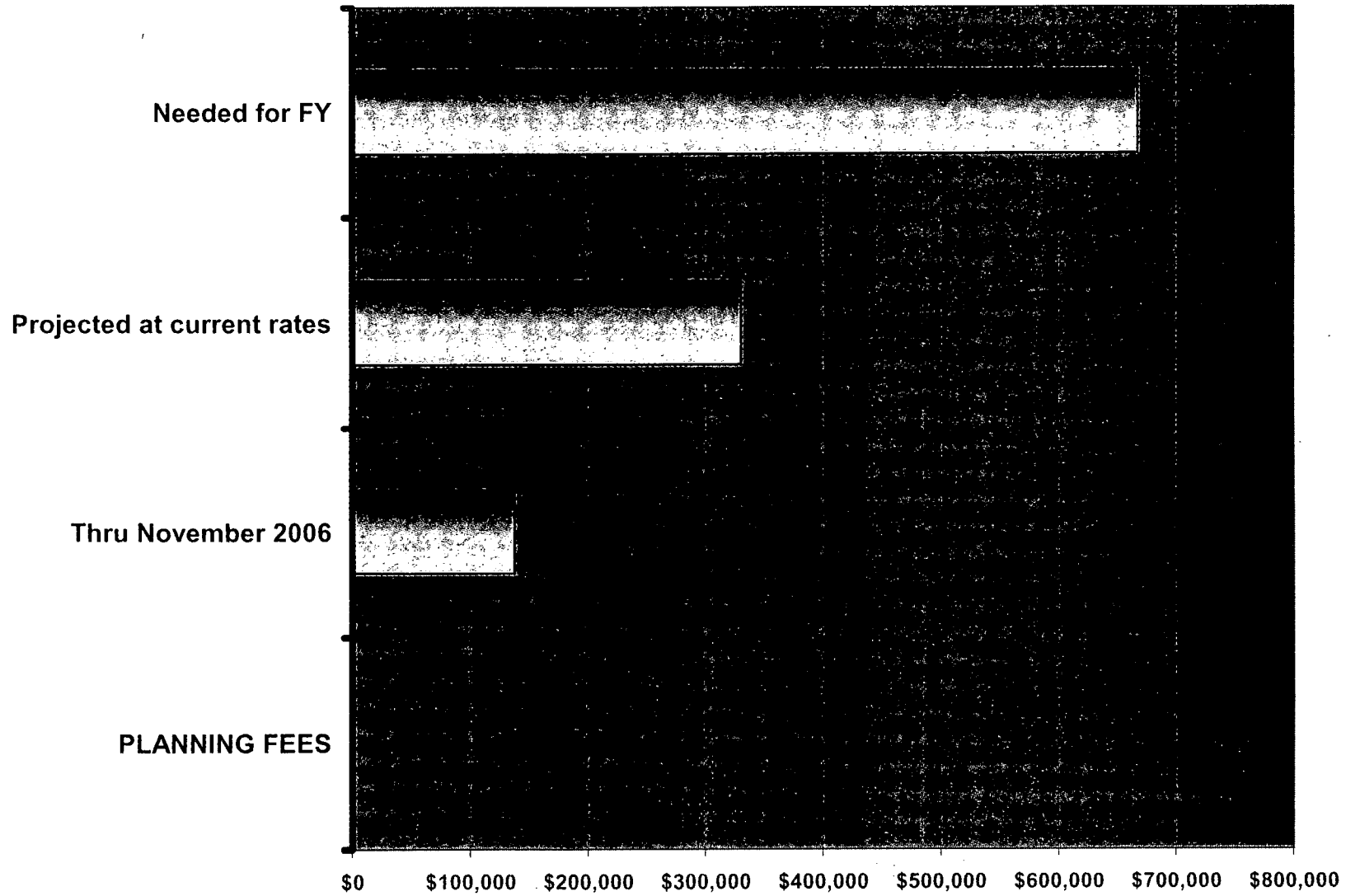
Raise the Planning permit fee structure by 125% at the earliest opportunity to meet the vision of Community Development self-sufficiency directed by the Budget Committee in 2005.

The new rates created by this increase are reasonable based on the market survey of adjacent cities with respect to comparable permit structures.

Planning Expenses Covered by Permit Revenue



Community Development Fund Adjustment for Self-Sufficiency Planning



PLANNING FEES

CD FTE's	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09
Building	5	6	6.25	6.5	6.75
Planning	7.3	8.3	8.3	8.5	8.5
Engineering	8	8.6	10	10*	10*
Urban Renewal	3	3	3	3	3
Natural Resources	1	1	1.75	1.75	1.75
CD Admin	3	3	3	3	3
Total	27.3	29.9	32.3	32.75	33

* Indicates Need for another engineer to eliminate Capital project backload. Consider different business approach (ie: alternate contracting methods to include more Design-Build work.)

ITEM (Bold shows greatest work effort and income.)	Sherwood	Tualatin	Tigard	Oregon City	Beaverton	Clackamas County	Washington County (Urban)	Wilsonville Current	Average	Wilsonville (proposed) 125%
Annexation		\$ 1,056	\$ 2,373	\$ 3,311				\$ 1,500	\$ 2,529	\$3375+
Appeals PC/DRB		\$ 2,387		\$ 2,659	\$ 1,276		\$ 1,387	\$ 500	\$ 1,767	\$ 1,125
Comprehensive Plan Amendment - Legislative map		\$ 1,545	\$ 8,441	\$ 3,363	\$ 4,650	\$ 2,100		\$2,000 +\$1,700 if BM56 Notice Required	\$ 4,099	\$ 4,500
Conditional use	\$ 2,800	\$ 1,056	\$ 4,938	\$ 2,890	\$ 2,548	\$ 1,800		\$ 1,200	\$ 2,554	\$ 2,700
Expedited land division (ORS 197)	\$ 2,100		\$ 4,164		\$3153+	\$ 5,900	\$ 1,850	\$1,200 +\$20 LOT	\$ 3,086	\$1350+
Final Plat Review Subdivision	\$ 1,000		\$ 1,556		\$ 950			\$ 400	\$ 1,101	\$ 900
PUD, Stage I - Commercial		\$ 1,349	\$ 6,770		\$ 2,548			\$ 800	\$ 3,116	\$ 1,800
Stage II, PUD					\$ 2,548			\$1,200+ \$150/Net Acre	\$ 2,624	\$2700+ 338/ACRE
Pre-application conference - Residential			\$ 351	\$ 420	\$ 214			\$ 100	\$ 302	\$ 225
Site Design Review	\$4,000+		\$ 4,184	1577+	\$ 2,569			\$ 100	\$ 2,826	\$ 1,800
Staff Interpretation (written) w public notice	\$ 300		\$ 577	\$ 799	\$ 640	\$ 600		\$ 100	\$ 617	\$ 788
Street Vacation			\$2080+		\$ 805	\$ 1,800		\$ 1,200	\$ 1,846	\$ 2,700
Tentative Plat Partition, DRB	\$ 1,600			\$ 3,017	\$ 3,000			\$ 800	\$ 2,354	\$ 1,800
Tentative Plat - Subdivision		\$ 2,000	\$ 6,770	\$3153+ \$263/LOT	\$3730+ \$95/LOT		\$4600+	\$800+ \$150/Net Acre	\$ 3,675	\$1800+ \$338/ACRE
Zone Change - Legislative text, Legislative map	\$ 3,600		\$ 3,318		\$ 2,666			\$1,200 +\$1,700 if BM56 Notice Required	\$ 3,071	\$ 2,700
Tree Permits										
B		\$ 150	\$ 177		\$ 562		\$ 168	\$50+ \$5 per tree	\$ 245	\$ 169
C					\$ 920			\$50+ \$5 per tree	\$ 849	\$ 778
D					\$ 1,878		\$ 1,680	\$ 500	\$ 1,561	\$ 1,125

Fee Type	Fee, current	Fee, proposed (60%)	Fee proposed, (125%)
Administrative Review			
Class I	\$100	\$160	\$225
Class II	\$350	\$560	\$788
Annexation			
	\$1,500 + Metro annexation fee	\$2400 + Metro annexation fee	\$3,375 + Metro annexation fee
	Single tax lot less than 1 acre: \$150 One to 5 acre: \$250 Five to 40 acres: \$300 More than 40 acres: \$400	Single tax lot less than 1 acre: \$150 One to 5 acre: \$250 Five to 40 acres: \$300 More than 40 acres: \$400	Single tax lot less than 1 acre: \$150 One to 5 acre: \$250 Five to 40 acres: \$300 More than 40 acres: \$400
Appeals			
Administrative Decision or Interpretation	\$250	\$400	\$563
DRB or Planning Commission Action <input type="checkbox"/>	\$500	\$800	\$1,125
Reteree Decision (expedited land division)	\$600	\$960	\$1,350
Architectural Review (Villebois)			
Single Family	\$200	\$320	\$450
Multi-family per Unit	\$0 (inadvertantly omitted; \$50)	\$80	\$113
Change of non-conforming use	\$350	\$560	\$788
Comprehensive Plan Amendment			
Legislative text	\$2,000 + \$1,700 if BM56 notice required	\$3200 + \$2720 if BM 56 notice is required	\$4,500 + \$3,825 if BM 56 notice is required
Legislative map	\$2,000 + \$1,700 if BM56 notice required	\$3200 + \$2720 if BM 56 notice is required	\$4,500 + \$3,825 if BM 56 notice is required
Quasi-judicial map	\$1,500 + \$1,700 if BM56 notice is required	\$2400 + \$2720 if BM 56 notice is required	\$3375 + \$3,825 if BM 56 notice is required
Conditional Use Permit	\$1,200	\$1,920	\$2,700
Conditional Use Permit (Greenway)			
Accessory use to SFD	\$350	\$560	\$788
All others	\$1,200	\$1,920	\$2,700
Expedited Land Division (Villebois)	Double the regular fee	Double the regular fee	Double the regular fee

Note: Each fee component stands alone and may require multiple components.

Fee Type	Fee, current	Fee, proposed (60%)	Fee proposed, (125%)
Expedited Land Division under ORS 197	\$600 + \$10/lot	\$960 + \$16/lot	\$1350 + \$23/lot
Fee to create property owner list: 250 feet for notification			
	\$100	\$160	\$225
Final Plat Review			
Partition	\$250	\$160	\$225
Subdivision	\$400	\$640	\$900
Parks Plan Review Fee	\$0	\$500 (new fee)	\$500 (new fee)

Note: Each fee component stands alone and may require multiple components.

Fee Type	Fee, current	Fee, proposed (60%)	Fee proposed, (125%)
Planned Unit Development			
Stage I			
Residential	\$800	\$1,280	\$1,800
Commercial	\$800	\$1,280	\$1,800
Industrial	\$800	\$1,280	\$1,800
Public	\$800	\$1,280	\$1,800
Villebois SAP (Per Resolution 1896)	\$1,200	\$1,920	\$2,700
Villebois SAP Modification	\$800	\$1,280	\$1,800
Stage II			
Residential	\$1200 + \$150/net acre for all sites > 5 acres + \$10/unit	Base fee \$1920 Plus \$240/net acre for all sites > 2 acres Plus \$16/unit	Base fee \$2700; Plus \$338/net acre for all sites > 2 acres; Plus \$23/unit
Commercial	\$1200 + \$150/net acre for all sites > 1 acres + \$0.0150/sq.ft. for all bldgs > 5000 sq. ft.	Base fee \$1920 Plus \$240/net acre for all sites > 1 acre Plus \$0.024/sq. ft. for all bldgs > 5000 sq. ft.	Base fee \$2700; Plus \$338/net acre for all sites > 1 acre; Plus \$.0338/sq. ft. for all bldgs > 5,000 sq. ft.
Industrial	\$1200 + \$150/net acre for all sites > 5 acres + \$0.0150/sq. ft. for all bldgs > 10000 sq. ft.	Base fee \$1920 Plus \$240/net acre for all sites > 2 acres Plus \$0.024/sq. ft. for all bldgs > 10,000 sq. ft.	Base fee \$2700; Plus \$338/net acre for all sites > 2 acres; Plus \$.0338/sq. ft. for all bldgs > 10,000 sq. ft.
Public	\$1200 + \$150/net acre for all sites > 10 acres + \$0.0150/sq. ft. for all bldgs > 25000 sq. ft.	Base fee \$1920 Plus \$240/net acre for all sites > 5 acres Plus \$0.024/sq. ft. for all bldgs > 25,000 sq. ft.	Base fee \$2700; Plus \$338/net acre for all sites > 5 acres; Plus \$.0338/sq. ft. for all bldgs > 25,000 sq. ft.
Villebois PDP	\$1200 + \$150/net acre for all sites > 5 acres + \$10/unit	Base fee \$1920 Plus \$240/net acre for all sites > 2 acres Plus \$16/lot	Base fee \$2700; Plus \$338/net acre for all sites > 2 acres; Plus \$23/unit
PDP Modification	\$1,200		
Minor		\$1,920	\$2,700
Major		\$2,700	\$3,000

Note: Each fee component stands alone and may require multiple components.

Fee Type	Fee, current	Fee, proposed (60%)	Fee proposed, (125%)
Mixed use Bldgs	\$1200 + acreage rate based on acreage formula of the predominant use + building/unit component calculated based on the formula for the component, i.e. commercial space at \$0.0150/sq ft over 5000 sq. ft and residential units x \$10/unit for a composite fee	Base fee \$1920; Plus acreage rate based on acreage formula of the predominant use; Plus building/unit component calculated based on the formula for the component, e.g.. commercial space at \$0.024/sq ft over 5,000 sq. ft Plus residential units x \$16 /unit for a composite fee	Base fee \$2700; Plus acreage rate based on acreage formula of the predominant use; Plus building/unit component calculated based on the formula for the component, e.g.. commercial space at \$.0338/sq ft over 5,000 sq. ft Plus residential units x \$23 /unit for a composite fee
Preapplication Conference			
Residential	\$100		
< 50 lots/units		\$160	\$225
= to or > 50 lots/units		\$320	\$500
All other	\$250		
Single bldg, < 100,000 sq. ft.		\$400	\$563
All others		\$640	\$750
Requested transcript of meeting will be billed to the applicant at the City's current transcripion service rate			
fails to pass initial planning inspection	Billed at hourly staff rate	Billed at hourly staff rate	Billed at hourly staff rate
Request for special meeting			
Staff	\$150/hour	\$240	\$338/hour
DRB or Planning Commission	\$600	\$960	\$1,350
City Council	\$1,200	\$1,920	\$2,700

Note: Each fee component stands alone and may require multiple components.

Fee Type	Fee, current	Fee, proposed (60%)	Fee proposed, (125%)
Request for Time Extension			
Administrative	\$50	\$80	\$113
DRB Review: First Extension	\$250	\$400	\$563
DRB Review: Second Extension		\$800	\$1,267
DRB Review: Third Extension		\$1,600	\$2,850
Request to Modify Conditions of Approval			
Administrative	\$250	\$400	\$563
DRB Review	\$600	\$960	\$1,350
City Council	\$600	\$960	\$1,350
Review of Bldg Permit Application			
	\$100	\$100	\$100
All other Residential	\$100	\$160	\$225
All other	\$300 or 0.004% of value of bldg, whichever is greater, NTE \$7,500	\$480 or 0.0064% of value of bldg, whichever is greater, NTE \$12,000	\$675 or 0.009% of value of bldg, whichever is greater, not to exceed \$16,875
SROZ Review			
Verification of Boundary			
Abbreviated	\$50	\$80	\$113
Standard	\$100	\$160	\$225
SRIR Review			
Abbreviated	\$300	\$480	\$675
Standard	\$750	\$1,200	\$1,688
Review Mitigation			
Monitoring report	\$75	\$120	\$169
Sign Permit (except Temp. Signs)			
Administrative	\$100	\$160	\$225
DRB review	\$250	\$400	\$563
Master sign program permit	\$600	\$960	\$1,350
Site Design Review	\$800	\$1,280	\$1,800
Staff Interpretation (written)			

Note: Each fee component stands alone and may require multiple components.

Fee Type	Fee, current	Fee, proposed (60%)	Fee proposed, (125%)
Without public notice (including zone compliance letter)	\$100	\$160	\$225

Note: Each fee component stands alone and may require multiple components.

Fee Type	Fee, current	Fee, proposed (60%)	Fee proposed, (125%)
With public notice	\$350	\$560	\$788
Street Vacation	\$1,200	\$1,920	\$2,700
Temporary Use Permit			
< 15 days	\$50	\$80	\$113
15 - 30 days	\$100	\$160	\$225
31-60 days	\$100	\$160	\$225
61-120 days	\$500	\$800	\$1,125
121 - 365 days	\$500	\$800	\$1,125

Note: Each fee component stands alone and may require multiple components.

Fee Type	Fee, current	Fee, proposed (60%)	Fee proposed, (125%)
Tentative Plat Review			
Partition			
Administrative Review	\$350	\$560	\$788
DRB Review	\$800	\$1,280	\$1,800
Subdivision			
Residential	\$800 + \$150/net acre for all sites > 5 acres + \$10/lot	Base fee \$1280 Plus \$240/net acre for all sites > 2 acres Plus \$16/lot	Base fee \$1800; Plus \$338/net acre for all sites > 2 acres; Plus \$23/lot
Commercial	\$800 + \$150/net acre for all sites > 1 acre + \$0.0150 for all bldgs > 10,000 sq.ft.	Base fee \$1280 Plus \$240/net acre for all sites > 1 acre Plus \$16/lot	Base fee \$1800; Plus \$338/net acre for all sites > 1 acre Plus \$23/lot
Industrial	\$800 + \$150/net acre for all sites > 10 acres + \$0.0150 for all bldgs > 25,000 sq. ft.	Base fee \$1280 Plus \$240/net acre for all sites > 5 acres Plus \$16/lot	Base fee \$1800; Plus \$338/net acre for all sites > 5 acres Plus \$23/lot
Public	\$800 + \$150/net acre for all sites > 10 acres + \$0.0150 for all bldgs > 25,000 sq. ft.	Base fee \$1280 Plus \$240/net acre for all sites > 10 acres Plus \$16/lot	Base fee \$1800; Plus \$338/net acre for all sites > 10 acres Plus \$23/lot
Tree Permit			
Type A (3 or few	\$10	\$16	\$23
Type B			
4 - 10 trees	\$50 + \$5/tree to be removed	\$80 + \$8/tree to be removed	\$113 + \$11/tree to be removed
11 - 25 trees	\$75 + \$5 /tree to be removed	\$120 + \$8/tree to be removed	\$169 + \$11/tree to be removed
26 or more trees	\$100 + \$5/tree to be removed	\$160 + \$8/tree to be removed	\$225 + \$11/tree to be removed
Type C			
4 - 10 trees	\$50 + \$5/tree to be removed	\$80 + \$8/tree to be removed	\$113 + \$11 /tree to be removed
11 - 25 trees	\$75 + \$5 /tree to be removed	\$120 + \$8/tree to be removed	\$169 + \$11/tree to be removed
26 or more trees	\$100 + \$5/tree to be removed	\$160 + \$8/tree to be removed	\$225 + \$11/tree to be removed
Type D	\$500	\$800	\$1,125
Type C Tree Removal Plan			
DRB Review	\$350	\$560	\$788
Variance			

Note: Each fee component stands alone and may require multiple components.

Fee Type	Fee, current	Fee, proposed (60%)	Fee proposed, (125%)
Administrative	\$350	\$560	\$788
DRB Review	\$1,200	\$1,920	\$2,700
Waiver (per waiver)	\$100	\$160	\$225
Villebois Expedited Review	Double applicable fee	Double applicable fee	Double applicable fee
Villebois FDP	800	\$1,280	1800
Zone Change			
Legislative text	\$1,200 + \$1,700 if BM56 notice required	\$3200 + \$2720 if BM 56 notice is required	\$2,700 + \$3825 if BM 56 notice required
Legislative Map	\$1,200 + \$1,700 if BM56 notice required	\$3200 + \$2720 if BM 56 notice is required	\$1,800 + \$3825 if BM 56 notice is required
Quasi-judicial Map	\$800	\$1,280	\$1,800

Note: Each fee component stands alone and may require multiple components.

Planning Division
Proposed Fee Revisions
May 1, 2006; updated July 31, 2006

DRAFT

Fee Type	Fee, current	Fee, proposed (60%)	Fee proposed, (125%)
Temporary Use Permit & Signage			
Limitations Exempt: 37 hours/week;	\$0	\$0	\$0
Exempt: < or = 10 days in 30 day period; Temporary Class 1: < 15 days;	\$0	\$0	\$0
signs and commonly associated (but not Class 1: > 1 day	\$50	\$80	\$113
and < +28 days; grand opening only	\$100	\$160	\$225
Class 1: < 15 days and < = 30 days 2 signs max; combined	\$100	\$160	\$225
Class 2: < 31 days and < = 60 days; 2 signs max; combined	\$100	\$160	\$225
Class 2: < 31 days and < = 120 days; 2 signs max; combined	\$500	\$800	\$1,125
Class 3: DRB Hearing Class 1 or 2	\$500	\$800	\$1,125
discretionary; if	\$100 or \$500	\$160 or \$800	\$225 or \$1,125

Note: Each fee component stands alone and may require multiple components.

PROPOSED FEE INCREASE DEVELOPER FORUM
February 22, 2007

Attendees: Steve Adams City of Wilsonville
Michael Bowers City of Wilsonville
Blaise Edmonds City of Wilsonville
Candi Garrett City of Wilsonville
Mike Stone City of Wilsonville
Linda Straessle City of Wilsonville

Location: City of Wilsonville Council Chambers

Michael B. Briefed everyone, provided attached handout explaining proposed increases in fees. Engineering fees were discussed first. The fees are for public improvements only, infrastructure City of Wilsonville to maintain the utilities.

The cost is not covering the level of effort.

Question: West Hills Development asked:
While trying to track costs, are you certain involving only?

Michael B. We have a system called Timetrax that tracks each project to keep tabs on the amount of effort requires City staff to work on each project.

Question: West Hills Development:
The inherent rise in the cost of construction in recent years, is the city the benefactor?

Michael B Fees are brought in by the estimated construction costs. General actual construction costs have exceeded the engineer's estimate, so in the short run the City has not been the benefactor. Cities come back to revisit and collect actual cost differences.

Comment
Projects values are going up – is the City the benefactor in this case?

Michael B. The construction costs are pretty proportioned in their rate increases to the cost to recruit, retrain and hire engineering/engineer technician talent.

Question: When can we see 123% increases regarding planning fees?

Answer: It is likely another fiscal year away or longer.

We are working to ensure there is dialogue among are cities to make sure as much as possit
are not out of line in our costs relative to adjacent municipalities.

Good news is we're still lower in many categories then the city averages with the proposed 1
increase.

West Hills: It is tough to compare per unit, per acre, per lot, etc.

Main concern is that the dollar amount is purely and solely for planning and land use only:
citizens are not coming in paying for other City services.

Michael B. The answer is still the same; the accounting system internal to the city ensures we apply app
apples with respect to revenue and expenses.

West Hills: The Development fees are not supporting this?

Michael B. No

West Hills: A couple of agencies seem to increase cost for making money or close too it.

Michael B. Our Finance/Accounting Department has won 5 or 6 awards for fiscal accountability.
Our general fund is subsidizing our planning.

Your point is right on in that we should ensure application fees are not covering something e
were doing.

The effective date is June or July 2007, probably no later then July 1, 2007.

Engineering Fees are applicable to the day you turn in the plan review

Could turn in land use for old fees

Mike Stone The council could make all fees retroactive.

Explanation of Proposed Fee Increases

Planning Fees

The 2006 Budget Committee recommended that the Community Development Fund eliminate any reliance on General Fund revenues. In order to do that, and still meet development demands of the community, an increase in application and permitting fees was explored.

In the FY 2006/07 budget, planning division funding requirements are \$842,078. The budgeted revenues which comprise this number are:

Permits	\$308,599
Interfund charges (Urban Renewal)	150,000
Intergovernmental (Grants)	5,000
CD Fund Revenues (transfers from General Fund)	\$379,079

The amount necessary to be raised by a fee increase is calculated as follows:

Total Planning Budget	\$842,678
Less Urban Renewal & Grants	<u>155,000</u>
Net to be collected from fees	687,678
Less current permit fees	<u>308,599</u>
Increase required in permit fees	\$379,079
 Percent increase required	 123%

About one-half of the increase would fund long-range planning, and the other half, together with existing permit fees, would fund current planning.

Staff initially prepared a proposed fee increase of 125% for review by the Council in work session. The Council reviewed the proposed increase and determined that it was too large an increase all in one year. Staff then prepared a draft which increased fees by 60%. Council reviewed that draft in a subsequent work session, and directed staff to take the 60% version to a public forum for review and comment by the citizens and the building and development community. Council suggested that it might be appropriate to approve the 60% increase in 2007, and then evaluate revenues and demand for services in a year's time, before proposing a second increase.

Attached is a proposed fee schedule showing existing fees compared to the proposed fee increase at 60% for five common application types.

Engineering Fees

An analysis of combined Community Development Administration and Engineering Division expenses vs. revenues shows a shortfall of \$196,136 for Fiscal Year 2006/07. This is the amount necessary in order to fund the CD and Engineering Divisions portion of Community Development Fund with no further reliance on the General Fund.

The proposed increases to cover the shortfall are as follows:

1. Increase the public works plan review and inspection fees from 5% to 7% resulting in estimated increased revenues of \$73,000.
2. Increase the amount of internal transfers for engineering services to the City's capital projects by increasing the hourly rate by approximately 33%. This is an internal transfer affecting the cost of the City's capital projects. There is no effect on permitting or other fees charged to private development as the result of this proposed increase.