

RESOLUTION NO. 951

A RESOLUTION ADOPTING FEES AND CHARGES FOR VARIOUS CITY SERVICES

WHEREAS, the City of Stayton receives requests from citizens for administrative, police, municipal court, library, public works, planning, parks and facilities and services requiring the expenditure of personnel time and materials;

WHEREAS, City staff recently discovered three fees that were not included in the most recent update of the fee schedule; and

WHEREAS, prudent use of the City's financial resources requires that the City charge fees sufficient to recover the cost in personnel time and materials to render the service requested;

NOW, THEREFORE, BE IT RESOLVED that the City Council directs that the following fees will be charged for services:

ADMINISTRATIVE/CITY WIDE

Copies		2016-17 Fee
8.5 X 11 or 8.5 X 14	Per side	\$0.25
11 X 17	Per side	\$0.25
Large Format	Per copy	\$10.00
Audio/Digital Recording	Per CD	\$15.00
Actual if outsourced + admin fee	Per request	\$5.00
Video Tapes		
Actual if outsources + admin fee	Per request	\$5.00
Digital Photos	Per Photo	\$1.00
Additional pages		\$5.00
Lien Search	Per search	\$5.00
Fax Transmittals	Per page	\$0.25
Additional pages	Per page	\$0.00
Returned Checks/items or Autopay	Per item	\$25.00
Billing Administrative Fee		10%
Invoice Late Fee		9%
Mailing cost, cost of item +10%	Minimum	\$2.50
All other services not Identified		Actual Cost

POLICE

		2016-17 Fees & Fines
Open Records check		\$15.00
Copies of Police Reports; 1 st 10 pages		\$10.00
Per page thereafter		\$.25
Copies of Digital Photos	Per Page	\$1.00

CD of digital photos	Each CD	\$5.00
Carnival, Amusement Park & Concession	Per Year	\$300.00
Promotional/Processional Event	Per Event SMC 5.44 Per Event SMC 10.36	\$50.00
Recurring Events	Per Event	\$25.00
Event Street Marking Deposit	Per Event	\$200.00
Camping Permit	Each	\$0.00
Solicitor	One Year	\$150.00
Each Additional Employee	One Year	\$25.00
Renewal of Solicitor License	One Year	\$25.00
OLCC / OHA License		
Processing Fee	Per Application	\$100.00
Change of Ownership	Per Application	\$75.00
License Privilege Change	Per Application	\$75.00
OLCC / OHA Background and Renewal	Per Year	\$35.00
Temporary	Per Application	\$35.00
Temp. for OLCC Licensed Business	Per Application	\$15.00
Junk Dealers / Second Hand	Per Year	\$50.00
Police Ordinance Bail for Violations		
Business Regulations	SMC 5.08	\$1,000.00
Medical Marijuana Facilities	SMC 5.12	\$1,000.00
Garage Sales	SMC 5.16	\$500.00
Solicitors	SMC 5.20	\$1,000.00
Private Security Enterprises	SMC 5.28	\$1,000.00
Secondhand Dealers and Pawnbrokers	SMC 5.32	\$1,000.00
Animal Control	SMC 6.04	\$500 (not to exceed)
Nuisances	SMC 8.04	Minimum of \$500.00 Maximum of \$1,000.00
Alarms		
Alarm Permit	SMC 8.08	\$20.00
Late Permit Fee	SMC 8.08	\$25.00
False Alarm	First 5 Alarms	\$0.00
	Alarms 6-15	\$25.00 each
	Alarms 16+	\$50.00 each
Any other Violation of 8.08 Not previously listed	SMC 8.08	\$500.00
Use of Public Parks, Public Property and Waterways	SMC 8.12	\$500.00
Violation of Public Peace and Welfare	SMC 9	\$1,000.00
Violation of Prohibited Parking Parking in Alley	SMC 10.12.240 ORS 811.550	\$110.00

No Parking Zone		
Violation of Loading Zone	SMC10.12.340	\$110.00
Violation of Promotional / Processional / Event Permit	SMC 10.36	\$1,000.00
Parking on a Sidewalk Damaging Sidewalks and Curbs	SMC 10.40.1040 ORS 811.570(1)	\$110.00 Or Cost of repairs
Crossing Private Property	SMC 10.40.1010	\$110.00
Violation of Truck Routes	SMC 10.40.1060	\$110.00
Parking for Certain Purposes Prohibited Displaying a Vehicle for Sale Repairing a Vehicle Displaying Temporary Advertising Selling from a Vehicle	SMC 10.12.310	\$110.00
Unlawful Storage on the Street	SMC 10.12.320	\$110.00
Violation of Bus and Taxi SMC	SMC 10.12.360/10.12.37 0	\$110.00
Skateboards, Skis, Toboggans, and Sleds	SMC 10.40.1030	\$25.00
Violation of Bicycle SMC	SMC 10.28	\$25.00
Violation of Pedestrian SMC	SMC 10.32	\$25.00
Overtime Parking	SMC 10.12.240	\$25.00
Parking Permit Violation	SMC 10.12.240	\$25.00
Parking Spaces – Correct Use Required/Wrong Direction	SMC 10.12.220	\$25.00
Other Violations of Title 10 Not Specifically Listed	SMC 10	\$25.00
Impound Charge Per Day for City Owned Storage	SMC 10.16.340	\$50.00 + Tow Fees

PLANNING

Pre-Application Meeting		2016-17 Fees
First Meeting	Deposit	Free
Subsequent Meeting within one year of first	Deposit	\$300.00
Application that requires only Staff review	Deposit	\$500.00
Application requiring Planning Commission Hearing	Deposit	\$1050.00
Applications requiring two public hearings		
Comprehensive Plan Map and Zone Map Amendment	Deposit	\$1300.00
Subdivision, Master Plan Development, Site Plan Review that includes Annexation	Deposit	1550.00
Major Annexation	Deposit	\$4500.00
Other Planning Department Applications		
Sign Permits	Per Application	\$25.00
Temporary Sign	Per Application	No Charge
Change of Use Permits	Per Application	\$25.00

Appeals		
Of decisions made by Staff without a public hearing	Per Application	\$250.00
Of decisions made by the Planning Commission	Per Application	\$400.00
Vacation of Streets and Alleys	Per Application	\$500.00

MUNICIPAL COURT

		2016-17 Fees
Payment Agreement Fee		\$25.00
License Reinstatement Fee		\$25.00
Failure To Appear for Arraignment		\$10.00
Failure to Appear Trial		\$100.00
Trial Fee		\$30.00
Warrant Fee		\$50.00
Appeal Filing		\$50.00
Translator Service		\$60.00
Collection Fee	Of Fine Assessed	25%

LIBRARY

		2016-17 Fees
Printing- Black & White	Per page	\$0.10
Printing- Color	Per page	\$0.25
Overdue items		
Books- Adult	Per day	\$0.25
Books- Youth	Per day	\$0.10
DVD	Per day	\$0.25
Cultural Pass	Per day	\$5.00
Fees		
Interlibrary loan: mailing & loan cost	Actual cost	Actual cost + \$1.00
Damage or lost materials	Actual cost + processing fee	Actual cost + \$5.00 processing fee
Lost or damaged DVD cases	Per item	\$1.50
Replace item barcode	Per barcode	\$1.00
Replaced Damaged AV Cover	Per cover	\$2.00
Replace Audiobook	Actual Cost + processing fee	Actual cost + \$8 processing fee
Replace Audiobook Case	Per Case	\$8.00
Replace Cultural Pass	Price of membership	Price of membership
Outside city of Stayton Library Card		
Non-Resident Full Service Card	Annual household	\$60.00
	6 mo. household	\$30.00
Outside of CCRLS District Card	Annual household	\$70.00
	6 mo. family	\$35.00
Outside of CCRLS Child Card	One Card	\$12.00

	Two Card	\$20.00
	Three Cards	\$28.00
Meeting Room key deposit (after hours)		\$25.00
Cleaning fee (no food or beverage)		\$15.00
Cleaning fee with food & beverage		\$25.00
Fee for civic group, one side	Per hour	\$15.00
Fee for civic group, both sides	Per hour	\$20.00
Fee for Private group, one side	Per hour	\$20.00
Fee for Private group, both sides	Per hour	\$25.00
Fee for Commercial group, one side	Per hour	\$25.00
Fee for Commercial group, both sides	Per hour	\$30.00

PUBLIC WORKS

Site Development Permit: Engineering, Plan Reviews, and Inspections (for on-site and off-site public improvements) includes ROW permit. Prior to Permit issuance, actual plan review costs will be paid by applicant.		
		2016-17 Fees
Water, sewer, storm drainage, and street improvements where excavation or utility cuts of pavement are required.	Deposit	\$250.00
Minor Partition (1 – 3 lots)	Deposit	\$500.00
Subdivision (4 – 10 lots)	Deposit	\$2,500.00
Subdivision (11+ lots) or Master Planned Development	Deposit	\$4,500.00
Water Quality and Detention Plan and Calculation Review (infill lots only)	Actual	\$80.00
Right of Way (ROW) Permits		
Type 1: Street tree replacement or installation	No Charge	
Type 2: Repair/replace sidewalk and/or driveway approach	\$65.00	
Type 3: Sidewalk, driveway approach and/or utilities where no street cut is needed.	\$100.00	
Type 4: Franchise Utility (NW Natural, SCTC, PacifiCorp, etc.)	Per Franchise Agt. or \$40.00	
Type 5: Encroachment Permit to use Public ROW (for a long term use: awning, billboard, structure, etc.)	\$65.00	
Vehicles, per hour	FEMA rate	
Water Service Deposit	\$75.00	
Sewer Deposit	\$75.00	
¾" Meter	Actual Costs (\$350.00 Minimum)	
1" Meter or larger	Actual Costs	
Late Fee	\$15.00	

Delinquent Shut-off Fee for Non Payment of Bill	\$20.00
Water On/Off Service Fee	\$10.00
After Hours Call Out Service (after first annual customer visit)	\$100.00
Water Meter Installation	Actual Cost
Water	Resolution-858
Storm Water	Resolution-908
Street Maintenance Fee	Resolution-864
Sewer	Resolution-859
Building permits	Per Marion County fee schedule
System Development Charges	
Parks – per dwelling unit	\$2,975
Water – per 3/4" meter equivalent	\$3,097
Wastewater – per 3/4" meter equivalent	\$2,307
Transportation – per peak hour trip in downtown area	\$344
per peak hour trip elsewhere	\$2,504
Stormwater	\$0.5481

FACILITY RENTALS

	2016-17 Hourly Rate	2016-17 Cleaning
Community Center		
Civic Organization		
Entire Building	\$18.00	\$80.00
South End	\$14.00	\$50.00
North End	\$10.00	\$30.00
Private Individuals		
Entire Building	\$23.00	\$100.00
South End	\$18.00	\$65.00
North End	\$13.00	\$35.00
Commercial		
Entire Building	\$28.00	\$100.00
South End	\$23.00	\$65.00
North End	\$18.00	\$35.00
Meeting without food are charged the same hourly rate plus \$15.00 cleaning		
Non-resident surcharge rent plus	+25%	Above rate
Other Fees		
Key not returned	Per key	\$25.00
Alcohol Beverage Service Permit	Each event	\$50.00
		2016-2017
Alcohol Beverage Cleaning Fee	Each event	\$300.00

(\$150 refundable if properly cleaned)		
Security (3 hour Min.) (Per officer)	Per hour	\$28.00
Cancellation Fee	Each Event	\$25.00
Jordan Bridge	1 st 3 hrs.	\$100.00
Each additional hour	Per hour	\$20.00
Electrical Panel Key Deposit (cash only)	Per key	\$25.00

This Resolution shall become effective upon its adoption by the Stayton City Council.

ADOPTED BY THE STAYTON CITY COUNCIL this 17th day of October, 2016.

CITY OF STAYTON

Signed: 10/17, 2016

By: Henry A. Porter
 Mayor Henry A. Porter, Mayor

Signed: 10/17, 2016

ATTEST: Keith D. Campbell
 Keith D. Campbell, City Administrator

APPROVED AS TO FORM:

David A. Rhoten
 David A. Rhoten, City Attorney