

RESOLUTION NO. 905

A RESOLUTION ADOPTING FEES AND CHARGES FOR VARIOUS CITY SERVICES

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

WHEREAS, prudent use of the City's financial resources requires that the City charge fees and fines 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		2013-14 Fee
8.5 X 11 or 8.5 X 14	Per side	\$0.50
11 X 17	Per side	\$1.00
Large Format	Per copy	\$15.00
Audio/Digital Recording	Per CD	\$25.00
Actual if outsourced + admin fee	Per request	\$5.00
Video Tapes		
Actual if outsources + admin fee	Per request	\$5.00
Digital Photos	1 page	\$10.00
Additional pages	Per page	\$5.00
Lien Search	Per search	\$5.00
Fax Transmittals	1 page	\$5.00
Additional pages	Per page	\$1.00
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	Per hour	\$35.00

Police

		2013-14 Fee
View Police Report: 1 30 minutes		\$12.00
Each 30 minutes thereafter		\$6.00
Open Records check: 1 30 minutes		\$12.00

Each 30 minutes thereafter		\$6.00
Copies of Police Reports; 1 10 pages		\$10.00
Per page thereafter		\$.50
Copies of Digital Photos	1 page	\$10.00
Per each page thereafter		\$5.00
CD of digital photos	Each CD	\$10.00
Carnival, Amusement Park & Concession	Per Year	\$300.00
Promotional Event	Per Event	\$25.00
Garage Sale	Per Event	\$5.00
Camping Permit	Each	\$10.00
Solicitor	One Year	\$150.00
Each Additional Employee	One Year	\$25.00
Liquor License		
Processing Fee	Per Application	\$100.00
Change of Ownership	Per Application	\$75.00
License Privilege Change	Per Application	\$75.00
Renewal or Temporary	Per Year	\$35.00
Junk Dealers	Per Year	\$50.00

Police Ordinance Bail

		2013-14 Fee
Overtime Parking/Prohibited Parking	SMC 10.12.240	\$20
Parking Permit Violation	SMC 10.12.247	\$20
Parking Wrong Direction	SMC 10.12.220/ORS811.570(1)	\$85
Display of Vehicle for Sale	SMC10.12.310	\$25
Displaying of Advertising	SMC10.12.310	\$25
Loading Zone	SMC10.12.340	\$85
Parking on a Sidewalk	SMC10.40.1040/ORS811.550	\$85
Parking in Alley	SMC 10.12.240	\$85
No Parking Zone	SMC 10.12.240	\$85
Unlawful Vehicle Storage	SMC10.12.320	\$85
Unlawful Repairing, Servicing	SMC10.12.310	\$85
Crossing Private Property	SMC10.40.1010	\$85

Passenger Restrictions	SMC10.40.1020	\$85
Skateboards, Toboggans, Sleds etc.	SMC10.40.1030	\$20
Damaging Sidewalks and Curbs	SMC10.40.1040	\$85
Truck Routes	SMC10.40.1060	\$85
Pedestrians	SMC10.32.810	\$20
Bicycles	SMC10.28	\$20
Other Violations of Title 10 Not Specifically Listed	SMC10	\$85
Impound Charge Per Day for City Owned Storage Lot	SMC10.16.430	\$35+ Tow Fees

Planning

Pre-Application Meeting		2013-14 Fee
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	\$1300.00
Applications requiring two public hearings		
Comprehensive Plan Map and Zone Map Amendment	Deposit	\$1550.00
Subdivision, Master Plan Development, Site Plan Review that includes Annexation	Deposit	1800.00
Major Annexation	Deposit	\$4500.00
Other Planning Department Applications		
Sign Permits	Per Application	\$25.00
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	\$650.00
Vacation of Streets and Alleys	Per Application	\$500.00
Review of Construction Plans	Per Application	\$650.00

Engineering, Plan Reviews & Inspections (for on-site & off-site public improvements) includes ROW Permit		Actual Costs
Minor Partition	Deposit	\$500.00
Site Development	Deposit	\$750.00
Subdivision (under 10 lots)	Deposit	\$2500.00
Subdivision (11+ lots) or Master Planned Development	Deposit	\$4500.00

Library

		2013-14 Fee
Replacement for lost library card	Per card	\$1.00
Key chain library card	Per card	\$1.00
CD or Floppy Disc	Per disc	\$1.00
Printing	Per page	\$0.10
Overdue items		
Books	Per day	\$0.25
DVD	Per day	\$0.50
Bicycle Locks	Per day	\$0.50
Cultural Pass	Per day	\$5.00
Fees		
Reserve books	Per item	\$0.00
Interlibrary loan: mailing & loan cost	Actual cost	Actual cost+ \$1.00
Damage or lost materials	Actual cost	Actual cost
Barcode removal	Per item	\$1.00
Lost plastic hanger bags	Per item	\$1.50
Lost or damaged video cases	Per item	\$1.50
Non-resident library Card		
Non-Resident Card	Per family	\$60.00
Out of District Card	Per family	\$70.00
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	\$13.00
Fee for civic group, both sides	Per hour	\$18.00
Fee for Private group, one side	Per hour	\$18.00
Fee for Private group, both sides	Per hour	\$23.00

Fee for Commercial group, one side	Per hour	\$23.00
Fee for Commercial group, both sides	Per hour	\$28.00

Public Works

	2013-14 Fee
Water/Sewer Utility Fees	
Water & Sewer Utility Deposit	\$150.00
Water Service Deposit	\$75.00
Sewer Deposit	\$75.00
Water Meter Installation / Connection Charge	
3/4" 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 courtesy visit)	\$100.00
Water	Resolution-858
Sewer	Resolution-859
Building permits	Per Marion County fee schedule
Right of way Permits (ROW)	
Type 1: Street tree replacement or installation	No Charge
Type 2: Repair/replace sidewalk and/or driveway approach	\$40.00
Type 3: Sidewalk, driveway approach and/or utilities where no street cut is needed.	\$100.00
Type 4: Water, sewer, storm drainage and/or street improvements where excavation or utility cut of pavement is required.	Actual Costs \$250.00 Deposit
Type 5: Franchise Utility (NW Natural, SCTC, Pacificorp, etc.)	Per Franchise Agt. or \$40.00
Type 6: Encroachment Permit to use Public ROW (for a long term use: awning, billboard, structure, etc.)	\$40.00

Facility Rentals

	2013-14 Hourly Rate	2013-14 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
		2013-14 Fee
Alcohol Beverage Cleaning Fee (\$150 refundable if properly cleaned)	Each event	\$300.00
Security(3 hour Min.) (Per officer)	Per hour	\$28.00
Cancellation Fee	Each Event	\$25.00
Parks Facilities application fee (non-refundable)	Each event	\$25.00
Entire Park, excluding Jordan Bridge & Tennis	Per day	\$500.00
Park Rental Area	Per Hour	\$30.00
Refundable Deposit	Per day	\$500.00
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
Tennis Courts		
Organized Events or Tournaments	Per day	\$100.00

Security (3 hour minimum)	Per hour	\$28.00
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This Resolution shall become effective upon its adoption by the Stayton City Council.

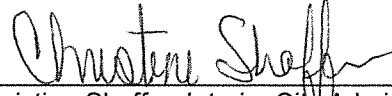
ADOPTED BY THE STAYTON CITY COUNCIL this 4 day of November, 2013.

CITY OF STAYTON

Signed: Nov. 4, 2013

By: 
A. Scott Vigil, Mayor

Signed: 11/4, 2013

ATTEST: 
Christine Shaffer, Interim City Administrator

APPROVED AS TO FORM:


David A. Rhoten, City Attorney