

**RESOLUTION NO. 901**

**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; 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**

		2013-14 Fee
Copies		
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 <sup>st</sup> page	\$10.00
Additional pages	Per page	\$5.00
Lien Search	Per search	\$5.00
Fax Transmittals	1 <sup>st</sup> 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 <sup>st</sup> 30 minutes		\$12.00
Each 30 minutes thereafter		\$6.00
Open Records check: 1 <sup>st</sup> 30 minutes		\$12.00
Each 30 minutes thereafter		\$6.00
Copies of Police Reports; 1 <sup>st</sup> 10 pages		\$10.00
Per page thereafter		\$.50
Copies of Digital Photos	1 <sup>st</sup> 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	SMC 10.12.240	\$10
Parking Wrong Direction	ORS811.570(1)	\$10
Parking within 20' of Crosswalk	ORS811.550(17)	\$10
Parking within 10' of Fire Hydrant	ORS 811.550(16)	\$10
Parking within 50' of Traffic Control Device	ORS 811.550(18)	\$10
Displaying for Sale	SMC 10.12.260310	\$10
Displaying Advertising	SMC 10.12.260310	\$10
Loading Zone	SMC 10.12.290340	\$20
Parking on Sidewalk	ORS 811.550(4)	\$20
Blocking Driveway	ORS 811.550(15)	\$20
Parking on Bicycle Lane/Path	ORS 811.550(23), 811.550(24)	\$20
Parking in Alley	SMC 10.12.240	\$20
No Parking Zone	SMC 10.12.240	\$50
Disabled Person Zone	ORS 811.615(1)	\$50
Parking Within Intersection	ORS 811.550(5)	\$50
Double Parking	ORS 811.550(3)	\$50
Unlawful Vehicle Storage	SMC 10.40.950	\$50
Unlawful Repairing, Servicing	SMC 10.12.260	\$50
Other		\$20

**Planning**

		2013-14 Fee
Pre-Application Meeting		
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

<b>Appeals</b>		
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
<b>Overdue items</b>		
Books	Per day	\$0.25
DVD	Per day	\$0.50
Bicycle Locks	Per day	\$0.50
Cultural Pass	Per day	\$5.00
<b>Fees</b>		
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
<b>Non-resident library Card</b>		
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
<b>Water/Sewer Utility Fees</b>	
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
<b>Community Center</b>		
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
<b>Other Fees</b>		
Key not returned	Per key	\$25.00
Alcohol Beverage Service Permit	Each event	\$50.00
		<b>2013-14 Fee</b>
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 <sup>st</sup> 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

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

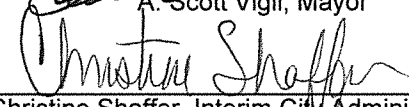
ADOPTED BY THE STAYTON CITY COUNCIL this 1st day of July, 2013.

CITY OF STAYTON

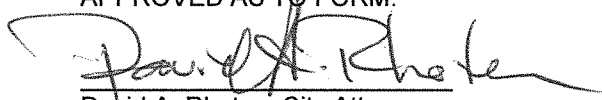
Signed: 7-3-, 2013

By:   
A. Scott Vigil, Mayor

Signed: 7/3, 2013

ATTEST:   
Christine Shaffer, Interim City Administrator

APPROVED AS TO FORM:

  
David A. Rhoten, City Attorney